



**St Robert's**  
Newtown

## **Safeguarding Children and Young People:** **Adult Code of Conduct for St. Robert's School**

St. Robert's is committed to providing a safe environment that promotes positive wellbeing and best learning outcomes for all children and members of the school community. St. Robert's maintains 'zero tolerance' to all forms of child abuse – physical, social-emotional, sexual, gender based.

### **Purpose**

This 'Adult Code of Conduct' has a specific focus on safeguarding children and young people at St. Robert's School against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, clergy and board/school council members at St. Robert's are expected to actively contribute to a school culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

### **Acceptable behaviours**

All staff, volunteers, contractors, clergy and Advisory Board members are responsible for supporting the safety of children by complying with the following expectations:

- Adhere to the school's Child Safe Policy and uphold the school's statement of commitment to child safety at all times, in both on-site and off-site settings, eg. excursions, camps, sporting events.
- Take all reasonable steps to protect children from abuse.
- Treat everyone in the school community with respect.
- Listen and respond to the views and concerns of children, particularly if they are disclosing information pertaining to the safety of themselves or another child.
- Promote the cultural safety, participation and empowerment of Aboriginal & Torres Strait Islander children, and others with culturally or linguistically diverse backgrounds.
- Promote the safety, participation and wellbeing of children with a disability.
- Ensure, as far as practical, that adults are not alone with a child.
- Report any allegations of child abuse, and/or any child safety concerns to the school's leadership.
- Understand and comply with all reporting obligations as mandated under the Crimes Act 1958.

- Act swiftly to ensure that any child at the centre of an allegation of abuse or neglect is as safe as possible.
- Report any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or any allegations or concerns about a registered teacher.
- Ensure that all adults working alongside in children at St. Robert's, both on-site and off-site, have a current, 'working with children' card.

### **Unacceptable behaviours**

All staff, volunteers, contractors, clergy and Advisory Board members must not:

- Place children in any situation that introduces a risk of abuse (eg. by locking doors of classrooms, learning areas, etc, when a child and an adult are within this space)
- Exhibit behaviours that may be considered unnecessarily physical within ordinary, everyday contexts.
- Develop any, inappropriate relationships with children that may be considered as favouritism.
- Initiate unnecessary, physical contact with children, or undertake personal care or hygiene tasks that a child can do for him or herself.
- Ignore or disregard any suspicion or disclosure of child abuse.
- Use inappropriate language in the presence of a child.
- Express personal views on cultures, race or sexuality in the presence of children.
- Engage in open discussions of a mature or adult nature in presence of children.
- Have contact with a child or their family outside of school without the knowledge and consent of the school leadership (eg. tutoring, private instrumental lessons, sport coaching.)
- Have any online contact with a child (including by social media, email, instant messaging, etc) unless for necessary school purposes, eg. Care Monkey, permission forms, newsletters, work requirements; copies of all such correspondences should be made available to the school leadership.
- Use any personal communication channels for contact with a student (eg. personal email account, personal social media platforms.)
- Exchange personal contact details such as phone numbers, social networking sites or email addresses with any child.
- Photograph or video a child without the consent of the parent or caregiver.
- Work with children whilst under the influence of alcohol or illicit drugs.
- Consume alcohol or drugs at school, or at school events, in the presence of children.

This code of conduct was composed by the school leadership, in consultation with members of staff, Parish Priest, and members of the School Advisory Board. It will be reviewed and updated as part of the school's improvement cycle. (Next review: 2019) The 'Adult Code of Conduct' will be displayed in prominent, public positions, and disseminated to all staff, and families. A copy of the Adult Code of Conduct will be included in induction material for CRTs and other contractors, and will be placed on the school's website.

I, \_\_\_\_\_, confirm I have been provided with a copy of the above Code of Conduct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_