



# RUSKIN PARK PRIMARY SCHOOL

## Child Safe Code of Conduct

Ruskin Park Primary School is committed to the safety and wellbeing of children. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, DET policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

The Principal and school leadership team of Ruskin Park Primary School will support the implementation and monitoring of the Code of Conduct and will plan, implement and monitor arrangements to provide an inclusive, safe and orderly school in all its learning environments. The Principal and school leadership team of Ruskin Park Primary School will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and members of the Ruskin Park Primary School community are required to adhere to child safe principles and expectations for appropriate behaviour towards and in the company of children, when: on school property, traveling on a school bus; participating in extra-curricular activities; participating in off-site school-sponsored activities; or engaging in an activity which will have an impact on the school climate as noted below.

### **Acceptable behaviours**

As staff, volunteers, contractors and any other member of the school community involved in children related work, individually we are responsible for supporting and promoting the safety of children by:

- Upholding the school's statement of commitment to child safety at all times and adhering to the school's Child Safe Policy.
- Treating students and families in the school community with respect, both within and outside the school environment, as part of normal social and community activities.
- Listening and responding to the views and concerns of students, particularly if they are telling us that they or another child has been abused or that they are worried about their safety/the safety of another child.
- Promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students, students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home and lesbian, gay, bisexual, transgender and intersex (LGBTIQ+) students
- ensuring, as far as practicable, that adults are not alone with a student – one-to-one interactions between an adult and a student are to be in an open space or in line of sight of another adult.
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our child safety responding and reporting policy and procedures and the [PROTECT Four Critical Actions](#).
- Reporting any allegations of child abuse or other child safety concerns to the Principal or Assistant Principal.
- If child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

## **Unacceptable behaviours**

As staff, volunteers, contractors and any other member of the school community involved in child-related work, we must not:

- Ignore or disregard any concerns, suspicions or disclosures of child abuse.
- Develop a relationship with any student that could be seen as favouritism or amount to ‘grooming’ behaviour (for example, offering gifts).
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- Ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate.
- Discuss content of an intimate nature or use sexual innuendo with students, except when needed to deliver the school curriculum or professional guidance
- Treat a child or student unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity.
- Communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting etc) except where that communication is reasonable in all the circumstances, related to school work or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child or student in a school environment except in accordance with the [Photographing, Filming and Recording Students policy](#) or where required for duty of care purposes
- In the school environment or at other school events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.
- Exhibit behaviours or engage in activities with students which may be reasonably interpreted as abusive and not justified by the educational, therapeutic, or service delivery context.

## **Breaches to the Child Safety Code of Conduct**

All Ruskin Park Primary School staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Ruskin Park Primary School Child Safety Code of Conduct must be reported to the principal.

If the breach or suspected breach relates to the principal, contact North East Victoria Regional Office on 1300 333 231 or [nevr@education.vic.gov.au](mailto:nevr@education.vic.gov.au)

This Code of Conduct is to be read in conjunction with;

- Child Safety Reporting Obligations Policy and Procedures
- Statement of Commitment
- Child Safe Policy
- School Staff Selection, Supervision and Management Practices for a Child Safe Environment
- What to do when an allegation of child abuse is made
- Child Safe Risk Assessment Register
- Empowerment and Participation of Children

**Approval and review**

Created date	June
Consultation	June 2023. Parent Group
Endorsed by	School Council
Endorsed on	June 2023
Next review date	June 2025

**Ruskin Park Primary School  
Code of Conduct Acknowledgement**

I \_\_\_\_\_ agree to abide by the Ruskin Park Primary School Code of Conduct. I have read and am aware of my responsibilities outlined in the Ruskin Park Primary School Child Safe Policy.

Signature: \_\_\_\_\_

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