



367 High Street  
NAGAMBIE VIC 3608  
T: 03 5794 2608  
F: 03 5794 1435  
M: 0417 489 577  
E: principal@sjnagambie.catholic.edu.au  
W: www.sjnagambie.catholic.edu

**Child Safety Code of Conduct**  
**Safeguarding Children and Young People Code of Conduct**  
**St Joseph's School Nagambie.**

## **Volunteers**

Code developed Date: May 2016

Code reviewed Date: August 2019

Next Review August 2022

*Central to the mission of St Joseph's is an unequivocal commitment to fostering the dignity, self-esteem and integrity of children and young people and providing them with a safe, supportive and enriching environment to develop spiritually, physically, intellectually, emotionally and socially.*

All volunteers of St Joseph's School 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 volunteers are responsible for supporting the safety of children by:

- adhering to the school's child safe policy and upholding the school's statement of commitment to child safety at all times
- taking all reasonable steps to protect children from abuse
- treating everyone in the school community with respect
- listening and responding to the views and concerns of children, particularly if they are telling you 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 children (for example, by never questioning an Aboriginal and Torres Strait Islander child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
- ensuring as far as practicable that adults are not alone with a child

- reporting any allegations of child abuse to the school's leadership.
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958
- reporting any child safety concerns to the school's leadership.
- if an allegation of child abuse is made, ensuring as quickly as possible that the child(ren) are safe.

### **Unacceptable behaviours**

Volunteers must not:

- ignore or disregard any suspected or disclosed child abuse
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children)
- exhibit behaviours with children which may be construed as unnecessarily physical (for example inappropriate sitting on laps)
- put children at risk of abuse (for example, by locking doors)
- initiate unnecessary physical contact with children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- use inappropriate language in the presence of children
- use any personal communication channels/device such as a personal email account - except in special school related circumstances of contacting a parent or if they are family friends.
- exchange personal contact details such as phone number, social networking sites or email addresses unless in school related circumstances - not including personal friendship contacts with parents.
- express personal views on cultures, race or sexuality in the presence of children
- discriminate against any child, because of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- photograph or video a child without the consent of the parent or guardians
- work with children whilst under the influence of alcohol or illegal drugs

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

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