

CHILD SAFETY CODE OF CONDUCT



Help for non-English speakers

If you need help to understand the information in this policy please contact the school Policy Leader on 9112 9500 or via email info@footscray.vic.edu.au

PURPOSE

Our Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people in our school.

The Child Safety Code of Conduct has a specific focus on safeguarding children and young people at Footscray High School against sexual, physical, psychological and emotional abuse or neglect.

All Footscray High School staff, volunteers, contractors, service providers, school council members and any other adult involved in child-connected work must follow the Child Safety Code of Conduct. They are expected to actively contribute to a school culture that respects the dignity of its members and follows the school's core values. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

The Child Safety Code of Conduct applies to all physical and online environments used by students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

We are a school community where every member shares responsibility to demonstrate the values of Footscray High School, in order to support an environment of high expectations, connection and safety.

ACCEPTABLE BEHAVIOURS

As Footscray High School staff, volunteers, contractors, and any other member of our school community involved in child-connected work, we are responsible for supporting and promoting the safety of children by:

- upholding our Footscray High School commitment to child safety at all times and adhering to our Child Safety Policy
- taking all reasonable steps to protect students from abuse
- treating students and families in our school community with respect in our school environment and outside our school environment as part of normal social and community activities
- 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/or the safety of another child.
- promoting the cultural safety, participation and empowerment of Aboriginal 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.
- reporting any allegations of child abuse to the Footscray High School Campus Principal and School Principal and ensure any allegation is reported to the police or child protection
- 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](#).
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.
- encouraging children ‘to have a say’ and participate in all relevant Organisational activities where possible, especially on issues that are important to them

UNACCEPTABLE BEHAVIOURS

As Footscray High School, staff, volunteers, contractors and member of our school community involved in child-connected work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- develop a relationship with any student that could be seen as favouritism or amount to ‘grooming’ behaviour (for example, by offering gifts)
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- ignore an adult’s overly familiar or inappropriate behaviour towards a student
- discuss intimate topics or use sexualised language, 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 schoolwork 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
- consume alcohol against school policy or take illicit drugs in the school environment or at school events where students are present
- 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.

BREACHES TO THE CHILD SAFETY CODE OF CONDUCT

All Footscray High 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 and Training or other governing authority Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Footscray High School Child Safety Code of Conduct must be reported to the Campus Principal and School Principal.

If the breach or suspected breach relates to the Campus Principal, contact the School Principal.

If the breach or suspected breach relates to the Principal, contact the Department of Education.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website and Compass
- Included in staff induction and child safety training processes
- Discussed at staff briefings/meetings as required
- Included in our staff handbook/manual
- Discussed at parent information nights/sessions
- Included in transition and enrolment packs
- Discussed at student forums/through communication tools
- Made available in hard copy from school administration upon request

REVIEW AND APPROVAL

Consultation	School Council - May 2025
Endorsed by	School Principal & School Council <small>School Council approval - to the extent it applies to school council employees and members, unless it is delegated to the principal</small>
Endorsed on	May 2025
Mandatory minimum review cycle	2 Years
Next review date	May 2027

ACKNOWLEDGEMENTS

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to the Footscray High School Child Safety Officer and/or Principal.

If you believe a child is at immediate risk of abuse, phone 000.

I, _____, confirm I have been provided with a copy of the Footscray High School Child Safety Code of Conduct, and agree to adhere to this Code of Conduct.

Signed: _____

Date: _____

School Council approval - Child Safety Code of Conduct (to the extent it applies to school council employees and members, unless it is delegated to the principal)