

# Beechworth Montessori School

## CHILD SAFE CODE OF CONDUCT

---



### PURPOSE

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

All staff, volunteers, contractors, service providers, and any other adult involved in child-connected work must follow the Child Safe Code of Conduct by observing expectations for appropriate behavior below.

This Child Safe 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).

### Expected Behaviours

All staff, volunteers, contractors, service providers, and any other adult involved in child-connected work at Beechworth Montessori School are responsible for supporting and promoting the safety of children by:

Upholding Beechworth Montessori's commitment to child safety at all times and adhering to Child Safe Policies to protect children from abuse.

- Treating everyone with respect.
- Listening and responding to the views and concerns of children, particularly if they disclose that they or another child has been abused or are worried about their safety or the safety of another child.
- Promoting the cultural safety, participation and empowerment of all students, with particular attention to 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 an adult is not alone with a child, unless they are clearly visible (ie. Glass door to room, or door left open).
- Reporting any child safety concerns or allegations of child abuse to the school's Principal, or nominated delegate and, if justified, the police.
- Understanding and complying with all reporting and disclosure obligations (including mandatory reporting and the [PROTECT Four Critical Actions](#) for staff) in line with our Child Safe policies and procedures.
- If child abuse is suspected, ensuring as quickly as possible that the child is safe and protected from harm.
- Encouraging children to 'have a say' and participate in organisational activities that relate to child safety.

## Unacceptable Behaviours

All staff, volunteers, contractors, service providers, and any other adult involved in child-connected work at Beechworth Montessori School must not:

- Ignore or disregard any concerns, suspicions or disclosures of child abuse or harm.
- Develop a relationship with a child that could be seen as favouritism or amount to grooming behaviour (eg. offering of gifts or special treatment for specific children).
- Display behaviours or engage with students in ways that are not justified by an educational or professional context.
- Ignore an adult's overly familiar or inappropriate behaviour towards a student.
- Discuss intimate topics or use sexualised language with children, except where it occurs relevantly in the context of delivering the education curriculum or professional guidance.
- Treat a child 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.
- Use a photograph or video of a child without the consent of the parent or guardian.
- Consume alcohol or take illicit drugs in the school environment or at school events, where students are present.
- Have any unreasonable contact with any student outside of school hours.
- Exhibit behaviours with children which may be construed as unnecessarily physical.
- Use inappropriate language in the presence of children.

All Beechworth Montessori staff, volunteers, contractors, service providers, and any other adult involved in child-connected work at Beechworth Montessori School who breach this Child Safe 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 Child Safe Environment Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Beechworth Montessori School Child Safe Code of Conduct must be reported to the principal.

If the breach or suspected breach relates to the principal, contact the Committee of Management President.

Teaching staff are also regulated by the *Victorian Institute of Teaching Code of Conduct* and the *Early Childhood Australia Code of Ethics*.

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to Beechworth Montessori's Principal or Nominated Delegate for further management and review.

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

This Code of Conduct meets child safe standards as specified by Ministerial Order No. 1359 and was approved by the Beechworth Montessori Committee of Management on 23/06/2022. It will be reviewed if legislative or other changes are required or by no later than 23/06/2024.