



Child Safety Code of Conduct

Rationale:

Advance College of Education (ACE) has zero tolerance to child abuse and is committed to the protection and wellbeing of all students whilst participating in College activities both during and outside school hours. We hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our College.

Purpose:

The Child Safety Code of Conduct sets out the expected behaviour of adults with young people in the College. It has a specific focus on safeguarding children and young people at ACE against sexual, physical, psychological, and emotional abuse or neglect.

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).

All ACE staff, volunteers, contractors, service providers, College Committee members and any other adult involved in child-connected work must follow the Child Safety Code of Conduct.

Acceptable Behaviours:

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

- Upholding the ACE commitment to child safety at all times and adhering to *ACEP30 Student Care, Safety and Welfare: Child Safety and Wellbeing Policy and Procedure*.
- Treating students and families in the College community with respect in the school environment 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 disclose that they or another child or student has been abused or are worried about their safety or the safety of another child or student.
- 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 and young people with culturally and/or linguistically diverse backgrounds (for example, by having a zero-tolerance policy towards discrimination).
- Promoting the safety, participation and empowerment of children or young people with a disability, students who are unable to live at home, students who have experienced trauma 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 or other child safety concerns to the Principal or Child Safety Officer.
- Understanding and complying with all reporting and disclosure obligations as they relate to child safety, mandatory reporting and reporting under the Crimes Act 1958 (Vic) 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.



Unacceptable Behaviours

ACE staff, volunteers, contractors and members of our school community involved in child-connected work 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, the offering of gifts or special treatment for specific children or young people).
- 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.
- Initiate unnecessary physical contact with children or young people or do things of a personal nature that a child or young person 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 or young people (for example, personal social activities).
- Use inappropriate language in the presence of children or young people.
- Express personal views on cultures, race or sexuality in the presence of children or young people.
- 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 College 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.
- Work with children while under the influence of alcohol or illegal drugs.
- 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 ACE 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 *Reportable Conduct Scheme* [CCYP | Report a concern or allegation](#) and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the ACE Child Safety Code of Conduct must be reported to the Principal (Steve Wright on 59864623)

If the breach or suspected breach relates to the Principal, contact the President of the ACE College Committee on 59864623.