

CODE OF CONDUCT

CHILD SAFE SCHOOL CONTRACTORS



All contractors and persons engaged by Balcombe Grammar School are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children as noted below.

Balcombe Grammar School is committed to the welfare, safety and protection of all our students and has zero tolerance of child abuse.

All personnel of Balcombe Grammar School are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

- Establishing and maintaining a child safe environment in the course of their work
- Adhering to Balcombe Grammar School's Child Safe Policy and Strategy Document at all times
- Taking all reasonable steps to protect children from abuse
- Treating everyone with respect
- Promoting the cultural safety, participation and empowerment of Aboriginal & Torres Strait Islander children
- Promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds
- Promoting the safety, participation and empowerment of children with a disability
- Ensuring as far as practicable that adults are not left alone with a child
- Reporting any allegations of child abuse to the Principal or the Human Resources Manager
- If an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe
- Encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them, with due regard to children's privacy, confidentiality and appropriateness of situation where disclosures are made.

Staff, volunteers and contractors must not

- Develop any 'special' relationships with children that could be seen as favouritism (eg the offering of gifts or special treatment for specific children)
- Exhibit behaviours with children which may be construed as unnecessarily physical
- Put children at risk of abuse (eg by locking doors)
- 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 nature in the presence of children (eg personal social activities)
- Use inappropriate language in the presence of children
- Express personal views on cultures, race or sexuality in the presence of children
- Discriminate against any child, based on culture, race, ethnicity or disability
- Have contact with a child or their family outside of our school without the Child Safety Officer's knowledge and/or consent (eg babysitting)
- Have any online contact with a child or their family unless by providing work/feedback via the school's Learning Management System
- Ignore or disregard any suspected or disclosed child abuse

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to the Principal or Human Resources Manager.

A breach of this Code of Conduct will result in disciplinary action, which may result in termination of employment or cessation of engagement with Balcombe Grammar School.

I agree to adhere to this Code of Conduct:

Name: _____

Signature: _____ Date: _____