



# Nossal High School

## Child Safety Code of Conduct



### HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact Nossal High School on 03 8762 4600 or [nossal.hs@education.vic.gov.au](mailto:nossal.hs@education.vic.gov.au)

### PURPOSE

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

All Nossal 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.

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 (e.g. a school camp or excursion).

### OVERVIEW

Nossal High School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

The Principal and school leaders of Nossal High School will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of Nossal High School will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and any other member of the school community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all school situations, including school camps and in the use of digital technology and social media.

## ACCEPTABLE BEHAVIOURS

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

- upholding Nossal High School's commitment to child safety at all times and adhering to our *Child Safety Policy*
- 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 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 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 (LGBTIQA+) 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 school's leadership (Principal or Assistant Principal) or a member of the school's Wellbeing Team
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our *Child Safety Responding and Reporting Obligations Policy and Procedures* (available on the school's website at <https://www.nossalhs.vic.edu.au/policy-privacy/>) 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

As Nossal High School staff, volunteers, contractors, and any other member of the school community involved in child-related 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 (e.g. 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 OF THE CHILD SAFETY CODE OF CONDUCT

All Nossal 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's Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Nossal High School Child Safety Code of Conduct must be reported to the Principal. Breaches and suspected breaches can also be reported to the Assistant Principals or to members of the school's Wellbeing Team, who will refer to them to the Principal.

If the breach or suspected breach relates to the Principal, contact the South Eastern Victoria Region by contacting 1800 338738 or email [enquiries@education.vic.gov.au](mailto:enquiries@education.vic.gov.au).

## COMMUNICATION

This code of conduct will be communicated to our school community in the following ways

- Available publicly on school website
- Included in staff induction processes (i.e. Nossal High School Staff Handbook)
- Available on Staff of Nossal Team
- Discussed at parent information sessions

## REVIEW AND APPROVAL

Policy last reviewed	May 2024
Consultation	Executive Leadership Team School Council (optional)
Endorsed by	Acting Principal - Tracey Mackin
Next review date	May 2025