

Child Safe Code of Conduct

Date approved:	27OCT22
Date effective:	27OCT22
Scheduled review date:	1 OCT24
Communication strategy:	<ul style="list-style-type: none"> • School website
Verification strategy:	<ul style="list-style-type: none"> • Staff and volunteer induction • Annual training for all staff and volunteers

Gisborne Montessori School (GMS) is committed to the safety and wellbeing of children and young people as set out in our GMS Child Safety and Wellbeing Policy. Our School community recognises every person's responsibility for ensuring our School is a safe, supportive, and enriching environment which respects and fosters the dignity and self-esteem of young people, and enables them to thrive in their learning and development.

This Child Safe Code of Conduct aims to protect children and reduce opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. All staff, contractors, volunteers, Board Members and any other member of the School community is required to comply with this Code of Conduct and applies in all school situations, including school camps and in the use of digital technology and social media.

I will engage in the following positive behaviours;

- Act in accordance with GMS's [Child Safety and Wellbeing Policy and Procedures](#) at all times.
- Behave respectfully, courteously and ethically towards children and their families and towards other staff.
- Listen and respond to the views and concerns of children, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- Respond to any concerns or complaints of child harm or abuse promptly and in line with GMS policy and procedure for receiving and responding to complaints.
- Promote the human rights, safety and wellbeing of all children.
- Demonstrate appropriate personal and professional boundaries.
- Consider and respect the diverse cultural, linguistic and socio-economic backgrounds and needs of children.

- Promote the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander young people;
- Create an environment that promotes and enables children's participation and is welcoming, culturally safe and inclusive for all children and their families.
- Involve children in making decisions about activities, policies and processes that concern them wherever possible.
- Contribute, where appropriate, to GMS policies, discussions, learning and reviews about child safety and wellbeing.
- Identify and mitigate risks to children's safety and wellbeing.
- Report all suspected or disclosed child harm or abuse as required by Mandatory Reporting Legislation and by GMS policies and procedures.
- Report suspected child abuse as soon as possible ensuring that the student(s) are safe and protected from harm.

The following are unacceptable child safe behaviours;

- Engaging in any unlawful activity with or in relation to a child.
- Engaging in any activity that is likely to physically, sexually or emotionally harm a child.
- Unlawfully discriminating against any child or their family members.
- Being alone with a child unnecessarily.
- Developing a relationship with any young person that could be seen as favouritism or amount to 'grooming' behaviour, for example, offering gifts, attempting to befriend a child or their parent/carer, inappropriate physical activity such as tickling, controlling a child through threats, manipulation or use of authority);
- Arranging personal contact, including online contact, with children I am working with for a purpose unrelated to GMS activities.
- Disclosing personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless I am required to do so by GMS policy and procedure on reporting.
- Photographing or videoing a child in a school environment except for legitimate educational, welfare purposes or to share moments of the student's life with parents/carers. Such photos must never be shared on social media without permission.
- Using inappropriate language in the presence of children, or show or provide children with access to inappropriate images or material.
- Consuming or being under the influence of alcohol or prohibited drugs whilst working with or having responsibility for young people
- Ignoring or disregarding any suspected or disclosed child harm or abuse.
- Ignoring behaviours by other adults towards young people when they appear to be overly familiar or inappropriate;

- Treating a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality, or ethnicity;
- Communicating directly with a young person through personal or private contact channels, including by social media, private email, instant messaging, texting etc

If I think this Code of Conduct has been breached by another person I will:

- Take actions promptly to ensure that children are safe.
- Act to prioritise the best interests of children.
- Promptly report any concerns to the Executive Director, Child Safe Champion or Chair of the Board
- Follow GMS policies and procedures for receiving and responding to complaints and concerns.
- Comply with all legislative requirements including mandatory reporting.

I agree to abide by this Code of Conduct during my time at GMS. I understand that breaches of this Code of Conduct may lead to disciplinary action, termination of my employment or interaction with GMS and/or result in potential criminal prosecution or civil action.

Signature _____

Name _____

Date _____