


Plenty Valley Christian College 	Title: Child Safe Code of Conduct	
	Document Classification: Code of Conduct	Version: 1.3 3 November 2016

Plenty Valley is a Christian College. As such we seek to maintain Biblical values and actions that set us apart in an exemplary manner when it comes to human relationships.

All staff, volunteers and board members of PVCC are required to observe child safe intentions, principles and expectations for appropriate behaviour towards and in the company of children as noted here.

The nominated College Child Safety Officer is the College Psychologist. In their absence, the authority is delegated to a relevant member of the College Executive (Heads of Schools, Business Manager or Principal).

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

- Adhering to PVCC child safe policy at all times and upholding PVCC statement of commitment to child safety at all time.
- Taking all reasonable steps to protect children from abuse or exposure to any known potential abuse.
- Treating everyone with respect.
- Listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another.
- Promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds and by having a zero tolerance of unlawful discrimination.
- Promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities).
- Ensuring as far as practicable that adults are not inappropriately left alone with a child. Where possible adults need to be visible to others and/or have more than one child present or another adult.
- Reporting any allegations of child abuse or child safety concerns to PVCC Child Safety Officer and to the Principal. (See: Child Safe Policy and Statement of Commitment, Policy on Mandate Reporting of Child Abuse, and Offences Related to Child Sexual Abuse)
- Ensuring any allegation or concerns are reported to the police and/or child protection. (See: Child Safe Policy and Statement of Commitment, Policy on Mandated Reporting of Child Abuse, and Offences Related to Child Sexual Abuse).
- If an allegation of child abuse is made, ensure as quickly as possible that the child is safe and not placed in a position of further potential abuse.
- Encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.

Staff and volunteers must not:

- Develop any 'special' or 'grooming' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children to the exclusion of others).
- Exhibit behaviours with children which may be construed as unnecessarily physical or possibly sexual. Sexual misconduct includes grooming behaviours such as "accidental" touching, undressing in the presence of a student or inappropriate sitting on laps for reading or other activities.
- Put children at risk of abuse, for example by locking doors, failing to conduct appropriate checks on visitors or program providers.
- Do things of a personal nature that a child can do for themselves, such as toileting or changing clothes.
- Undress, change clothes or use a toilet in the presence of children.
- Engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities).
- Attempt to sexualise a relationship with a student or be involved in a flirtatious relationship with a student.
- Accept any advances of a sexual nature from a student. Should such a situation arise it must be reported to the Principal or Principal's delegate.
- Engage with students in conversations about sexual feelings, behaviours or pornographic material, or use inappropriate language (sexual or explicit) in the presence of children.
- Arrange or accept a social or sexual date with a student.
- Unlawfully discriminate against any child (i.e. gender, culture, race, ethnicity or disability).
- Have contact with a child or their family outside of the College facilities or programs without the College child safety officer's knowledge, unless it is shown that:
 - there was an established relationship prior to attending the College, or that an independent relationship exists outside of school.
 - they are family members of staff or student/s.
 - such contact does not contravene the intent, principles and expectations for appropriate behaviour with children as outlined in this code.
- Have any social online contact with a child or their family outside of College business (unless necessary, for example providing families with e-newsletters, provide information, resource materials, fundraising).
- Will not accept or request friend requests from families and/or students who attend the college on social media unless it can be shown that:
 - there was an established relationship prior to attending the college, or that a relationship exists independently outside of school.
 - they are family members of the staff or student/s .
- Ignore or disregard any suspected or disclosed child abuse.
- Keep a contact register or personal details of students or school families on personally owned mobile devices unless it can be shown that:
 - there was an established relationship prior to attending the college, or that a relationship exists independently outside of school.
 - they are family members of the staff or student/s .
- Contact students outside of school without parental consent, unless it can be shown that contact is for College business or educational purposes.
- Retain photographic images or videos of student's on personal devices unless it can be shown that:
 - there was an established relationship prior to attending the college, or that a relationship exists independently outside of school.
 - they are family members of the staff or student/s .

- such images have not been used or published or forwarded in contravention of the intent, principles and expectations for appropriate behaviour with children as outlined in this code.
- Images or videos of students may be kept on school provided or managed devices for educational or marketing purposes.

By observing these standards you acknowledge your responsibility to report in a timely manner any breach of this code to PVCC Child Safety Officer and College Principal.

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

I agree to adhere to this Code of Conduct:

Name:

Signature:

Date:

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Approved By:

Date:



Dr Douglas Peck

Principal