



## **CODE OF CONDUCT FOR EMPLOYEES, VOLUNTEERS AND CONTRACTORS WORKING WITH CHILDREN AND YOUNG PEOPLE**

The Board, Leadership Team, staff, volunteers and contractors at Kerang Christian College are required to abide by this Code.

Under the Principal / CEO, the Leadership Team will:

1. Be responsible for the overall welfare and wellbeing of staff and volunteers;
2. Be accountable for managing and maintaining a duty of care towards staff and volunteers; and
3. Nominate a Child Protection Officer(s) to provide information and support to all staff, volunteers, children, young people and their carers regarding child protection matters.

All people involved in the care of children on behalf of Kerang Christian College will:

1. Work towards the achievement of the aims and purposes of the College;
2. Be responsible for relevant administration of programs and activities in their area;
3. Maintain a duty of care towards others involved in these programs and activities;
4. Establish and maintain a child-safe environment in the course of their work;
5. Be fair, considerate and honest with others;
6. Treat children and young people with respect and value their ideas and opinions;
7. Act as positive role models in their conduct with children and young people;
8. Be professional in their actions;
9. Maintain strict impartiality;
10. Comply with specific College guidelines and policies on physical contact with children;
11. Respect the privacy of children, their families and teachers / carers, and only disclose information to people who have a need to know;
12. Maintain a child-safe environment for children and young people;
13. Operate within the policies and guidelines of Kerang Christian College; and
14. Contact the police if a child is at immediate risk of abuse (telephone 000).

No person shall:

1. Shame, humiliate, oppress, belittle or degrade children or young people;
2. Unlawfully discriminate against any child;
3. Engage in any activity with a child or young person that is likely to physically or emotionally harm them;
4. Initiate unnecessary physical contact with a child or young person, or do things of a personal nature for them that they can do for themselves;
5. Be alone with a child or young person unnecessarily and for more than a very short time;
6. Develop a 'special' relationship with a specific child or young person for their own needs;
7. Show favouritism through the provision of gifts or inappropriate attention;
8. Arrange contact, including online contact, with children or young people outside of the College's programs and activities;



- 9. Photograph or video a child or young person without the consent of the child and his/her parents or guardians;
- 10. Work with children or young people while under the influence of alcohol or illegal drugs;
- 11. Engage in open discussions of a mature or adult nature in the presence of children;
- 12. Use inappropriate language in the presence of children; or
- 13. Do anything in contravention of the College’s policies, procedures or this Code of Conduct.

**The Victorian Teaching Profession Code of Conduct**

Teaching staff at Kerang Christian College are also bound by the Victorian Teaching Profession Code of Conduct. The Code of Conduct has been developed for and by the Victorian teaching profession. It identifies a set of principles, which describe the professional conduct, personal conduct and professional competence expected of a teacher by their colleagues and the community.

**What happens if you breach this Code of Conduct**

If you breach this Child Safety Code of Conduct you will face disciplinary action, including and up to termination of employment or cessation of engagement with Kerang Christian College.

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to Kerang Christian College Child Safety Officer(s) or the Principal / CEO.

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: .....

**Child Safe Policy**

I have read, understood and accepted the standards and expectations of the Board, Leadership Team, staff, volunteers and contractors at Kerang Christian College, as detailed in each of the documents listed below.

Child Safe Policy (Policy No. 54)

Child Safe Strategy Document

Signature: .....

Date: .....