# 2022 Parkville College Child Safety Code of Conduct

[Statement of Commitment to Child Safety 2](#_Toc88142192)

[Policy Statement 2](#_Toc88142193)

[Guidelines 2](#_Toc88142194)

[Relevant Legislation & Documents 6](#_Toc88142195)

[Review period 6](#_Toc88142196)

## Statement of Commitment to Child Safety

Parkville College staff are committed to providing a child safe culture that encourages and supports the rights of children throughout the school community. The school’s commitment to the safety and wellbeing of children and young people is reflected in our school values and pedagogical model and informs the school’s policies. It is the responsibility of all Parkville College employees, volunteers, children, families and the school community to ensure the safety and wellbeing of students at Parkville College. Parkville College prioritises the safety and best interests of the children and young people within our school community. While Department of Justice and Community Safety (DJCS) and Department of Families, Fairness, and Housing (DFFH) have the statutory duty of care for the school’s student population, Parkville College uphold the duty of care and best interest principles outlined within the CYF Act 2006. Our cooperative practice alongside DJCS and DFFH staff focuses on the best interests of the student population, and minimises the risk of harm and maintains their safety during their enrolment with the school.

At Parkville College, students are supported by a team of dedicated teaching and support staff who work towards the full development of the human personality through the delivery of educational programs and school curriculum. We assist our students to develop holistically whilst they are in custodial care to enable them to better reintegrate into the wider community.

### Policy Statement

Parkville College has developed this Child Safety Code of Conduct, and Statement of Commitment to Child Safety in compliance with Ministerial Order No 870, under 4.3.1(6)(d) of the Education and Training Reform Act 2006.

The Children, Youth and Families Act 2005 (CYFA2005) outlines the best interests of the child for both clients of DJCS and students of the Parkville College (PC), which explicitly states that the ‘best interests of the child must always be paramount’ with regards to their care, safety and wellbeing (CYFA2005s.10).

Compliant with Ministerial Order 280, PC has conducted a Department of Education and Training (DET) compliance self-assessment to Child Safe Standards, and the pedagogy and school philosophy are reflective of the principles outlined within the Ministerial Order.

### Guidelines

The Parkville College Model is a culturally responsive pedagogy that works towards student growth and the development of critically conscious, independent learners. PC staff receive ongoing support and professional development to embed the Parkville College Model into their professional practice and ensure they are able to effectively provide consistent, safe and emotionally regulated relationships with students. The Parkville College Model promotes a school culture that privileges relationships for healing and transformation, and provides the premise for this Child Safety Code of Conduct that ensures our students are safe at our school.

PC’s commitment to child safety and the rights of the child are reflected throughout our school policies. These include:

* + Student Wellbeing and Engagement Policy
	+ Mandatory Reporting Policy
	+ Anti-Bullying and Anti-Harassment Policy

#### i. Responsibilities for Parkville College Community

All persons working at Parkville College will:

* respect the privacy of our students
* protect our students from violence, abuse, bullying, torment, ridicule and neglect
* protect our students from child abuse
* respect the language and customs of our students’ family
* treat everyone in the school community with respect
* maintain a duty of care towards all children and young people
* never exhibit covert or overt sexual behaviours when interacting with any children or young people
* always maintain appropriate physical and emotional boundaries in their interactions with all children and young people
* not possess or use illegal drugs or alcohol when working with any children or young people
* behave as positive role models
* listen and respond to the views and concerns of our students, particularly if they are expressing that they or another child or young person has been abused or that they are worried about their safety/safety of another child of young person
* promote the culture of safety, participation and empowerment of all children and young people, regardless of age, gender, culture, vulnerability, sexuality, ethnicity or ability
* work to prevent discrimination and promote a culture of inclusion, recognising in particular;
* cultural safety of Aboriginal and Torres Strait Islander children and young people
* the cultural safety of children and young people from culturally and/or linguistically diverse communities
* the safety of children and young people with disability
* gender diversity and the safety of same sex attracted young people
* report immediately to the Executive Principal or Campus Principal if they have a reasonable belief or suspicion that a studens has been or is being abused or neglected
* if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) and young person/people is (are) safe
* alert the Executive Principal or Campus Principal if a breach of this code is observed.

All Parkville College staff must satisfactorily complete and pass a police check, and be in possession of a current Working With Children’s Check.

All school incursion visitors to the school delivering education programs will be in possession of a Working With Children’s Check.

#### ii. Responsibilities of the Executive Principal

The Principal or Principal’s delegate will:

* report to the Victorian Institute of Teaching any charges, committals for trial or convictions in relation to a sexual offence by a registered teacher, or certain allegations or concerns about a registered teacher

#### iii. Responsibilities Parkville College Staff, Volunteers and External Stakeholders

Parkville College employed staff, contractors, volunteers and external stakeholder who work with Parkville College and our students will not:

* ignore or disregard any suspected or disclosed child abuse
* behave in a discriminatory way towards any children or young people
* engage in conduct towards, or in the presence of, a child or young person that suggests contempt, ridicule or intolerance because of the child or young person's or another person's race, culture, religion, sex or disability
* exhibit behaviour with students which may be construed as unnecessarily physical (for example hugging)
* engage in prejudicial, oppressive or threatening behaviour towards any children or young people
* use offensive, profane, discriminatory or abusive language towards or in the presence of any children or young people
* communicate privately with students outside the context of their professional or volunteer relationship
* be in the presence of Parkville College students, or on school premises, when under the influence of alcohol or illegal drugs
* develop any ‘special’ relationships with students that could be seen as offering favoritism (for example, offering or receiving gifts or special treatment for specific children)
* have any online contact with a student (including by social media, email, instant messaging etc.) or their family unless necessary for a legitimate School purpose, e.g., by providing families with School information or assisting students with their schoolwork
* take photos or videos of students in the school environment, or publish names, photos or videos (including online), that are not for authorised School purposes, or taken or published without the authorisation of the student or the student's parents or guardians.

DJCS and DFFH staff will always be present with Parkville College students residing within Youth Justice Precincts due to their statutory duty of care. Parkville College staff will follow the direction of DJCS and DFFH staff to ensure that the students’ safety and wellbeing is not placed at risk of harm.

#### iv. Responsibilities for Teachers – VIT Code of Conduct

Teachers are also required to abide by the principles relating to relationships with students as set out in the Victorian Teaching Profession Code of Conduct published by the Victorian Institute of Teaching.

These principles include:

* knowing their students well, respecting their individual differences and catering for their individual abilities
* working to create an environment which promotes mutual respect
* modelling and engaging in respectful and impartial language
* protecting students from intimidation, embarrassment, humiliation and harm
* respecting a student's privacy in sensitive matters
* interacting with students without displaying bias or preference
* not violating or compromising the unique position that a teacher holds of influence and trust in their relationship with students.

#### v. Breaches of this code

Employees of Parkville College who breach this code of conduct will be liable to disciplinary action in accordance with DET processes, which may include counselling, receiving a written warning, loss of privileges, suspension from duties or the termination of their employment.

Contractors and volunteers of Parkville College who breach this code of conduct may face termination of their engagement with Parkville College. Employees of contractors or sub-contractors may also be refused permission to continue working in the Parkville College school environment.

In appropriate cases, a breach may be referred to the Victoria Police and/or a regulatory body, such as the Victorian Institute of Teaching, Department of Justice and Community Safety and the Department of Families, Fairness and Housing.

Any inappropriate student behaviours that fit the following criteria must be addressed with the support of DJCS or DFFH staff:

* behaviour that compromises teachers' or students' safety
* damaging of property or equipment
* offensive language or behaviour
* repeated failure to follow teachers' directions.

For Parkville College students who are attending the O Street Flexible Learning Centre, Parkville College staff work with students to engage in appropriate classroom behavior, always ensuring the safety of all the students. Staff at O-Street assist students to develop psychological strengths and skills and the self-regulatory skills required to navigate adulthood. To ensure safe and respectful classrooms staff will:

* co-create culturally safe classroom expectations with students
* speak with students who display inappropriate behaviour individually, reinforcing classroom expectations
* request the support of another colleague in the classroom when necessary
* request that a student behaving inappropriately leave the classroom
* provide individualised and tailored support to students who are distressed or dysregulated
* engage students and families in appropriate and organised outreach

### Relevant Legislation & Documents

* DET Education and Training Reform Act 2006
* Victorian Institute of Teaching (VIT) - Victorian Teaching Profession Codes of Conducts and Ethics
* Child Wellbeing and Safety Act 2005
* Child Wellbeing and Safety Regulation 2007
* Working with Children Act 2005
* Equal Opportunity Act 2010
* Information Privacy Act 2000
* Commission for Children and Young People Act 2012
* Child Safety Policy
* Office of the eSafety Commissioner - <https://www.esafety.gov.au/esafety-information>
* Victorian Registration and Qualifications Authority - Child Safety Standard 3: Child Safety Code of Conduct

Universal Declaration of Human Rights

## Review cycle and Approval

This policy was last updated on June 2022 and is scheduled for review in June 2025.

Consultation on this policy is mandatory. Consultation has occurred with the following:

* Youth Leadership Councils – June 2022
* School Council – November 2021 & June 2022