

PLUNKETT STREET PUBLIC P&C - CHILD SAFE CODE OF CONDUCT as at March 2022

Purpose:

Organisations have a responsibility to protect the safety and wellbeing of children. Where **Plunkett Street Public School Parents and Citizens Association** and their employees and volunteers are involved in providing activities, supervision and services to children, the following Code of Conduct applies to them:

Child Safe Code of Conduct:

I will not:

- Subject a child to any form of corporal punishment, social isolation, immobilisation, or humiliation.
- Communicate with a child in ways that are likely to humiliate, frighten or distress the child, nor use language that is inappropriate for children such as swearing or holding conversations on adult subjects such as sex, alcohol and violence.
- Direct a child to perform in a sexually provocative manner or subject a child to sexual suggestion, offence or misconduct.
- Place a child in a situation that may be physically unsafe or cause them to feel physically unsafe.
- Neglect a child by ignoring requests or not responding to verbal or physical cues that suggest they are unhappy or in need of something specific such as a rest break, food, or contact with their parents.
- Use tobacco products or possess or be under the influence of alcohol or illegal drugs at any time while working with children.
- Develop any 'special' relationships with children that could be seen as grooming/favouritism such as the offering of gifts or special treatment.
- Do things of a personal nature that a child can do for themselves, such as toileting or changing clothes.
- Allow a child to use my phone/computer or share personal contact information with a child.
- Discriminate against a child on the basis of race, religion, language spoken, physical or mental ability, or citizenship status.

I will:

- Create an environment where children can feel safe and comfortable by ensuring they know where they can go for personal needs (toilets, changing, etc) who to approach with medical complaints, and who to speak to about any other concerns they may wish to raise.
- Treat children with respect and dignity, and act as a positive role model in my conduct with them, including listening and responding appropriately to their views and concerns.
- Respect ethnic and cultural differences and accommodate the needs of children from diverse backgrounds, including the provision of meals or space for prayer if required.
- Provide an accessible and safe environment for children with mental or physical disabilities and make provisions for their carers if required.
- Ensure parents and/or the supervisor always have the child in their sight, never be alone with a child, and make sure a child is never left unaccompanied.
- Only have physical contact with a child in ways which are appropriate to my professional or agreed role and responsibilities.
- Ensure a child can always make contact with a parent/guardian if they request it.
- Respond quickly, fairly and transparently to any serious complaints of abuse or misconduct made by a child or related to a child as per the reporting procedures outlined below.
- Abide by my reporting obligations in relation to the employer's Incident Register.

Reporting and handling complaints or allegations of misconduct and abuse:

- If anyone brings a complaint or allegation to you, always stop and listen straight away – show that you take their concern seriously.
- If the complaint or allegation is brought by a child, encourage them to talk, but do not ask leading questions, interrupt, or ask a child to repeat themselves.

- Never promise that you will keep what is said confidential or secret, explain that if you are told something very important you will need to sort it out, but will only tell the people who need to know.
- Keep a record of what occurs, including the time, place, whether anyone else was present, and the demeanour of those involved. Record also any follow-up action taken, how the situation was resolved, whether external authorities were involved or why they were not involved, the name of the person reporting and to whom it was reported.
- NEVER accuse a child of lying or an adult reporter of being mistaken in their concerns;
- DO NOT worry that you might be mistaken; you have a responsibility to pass on your concerns if a complaint or allegation is brought to you. Never think abuse is impossible or that an accusation about a person you know and trust is bound to be wrong.
- If you believe a child is in immediate danger, call 000.