



Malvern

Child Safety – Code of Conduct Parents, Volunteers, Contractors and Visitors

At De La Salle College, we are committed to our faith, our educational community and our spirit of service. Our Lasallian charism guides, nurtures, challenges and encourages all of our endeavours. We value our role in the international Lasallian network and strive for meaning, relevance and creativity to deliver a quality education for our young men in a 21st century learning environment. We are committed to ensuring the safety of all children/young people in our care.

This Child Safety Code of Conduct has a specific focus on safeguarding children/young people at De La Salle College, Malvern and Malvern East against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and occupational codes.

This Code provides clear guidelines to all parents, volunteers, contractors and visitors regarding the conduct expected of them whilst on the College premises, engaging in College related activities or representing the College. Parents, volunteers, contractors and visitors are expected to uphold the College's core values at all times. At De La Salle College all forms of disrespectful behaviour are unacceptable and will not be tolerated.

Who is a Parent, Volunteer, Contractor or Visitor?

For the purposes of this code, a 'Parent', 'Volunteer', 'Contractor' or 'Visitor' of De La Salle College includes anyone visiting the College, performing works on site, attending a college tour, camp, retreat or activity who is not a current student or employee.

Conduct and Expectations of All Parents, Volunteers, Contractors and Visitors

It is expected that every parent, volunteer, contractor and visitor will:

- adhere to the College's Child Safety Policy and upholding the College's Statement of Commitment to Child Safety at all times;
- respect the College's ethos, religious culture, core beliefs and values;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;
- abide by all health and safety rules and procedures operating within the College and other locations at which they may visit whilst representing the College;
- ensure that their actions do not bring the College into disrepute;
- respect the authority of members of staff and observe College rules as required;
- behave with courtesy and consideration for others;
- refrain from all forms of bullying and harassment;
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the College, employees or students of the College (including activities on social media);
- refrain from taking photographs of students at College functions;
- respect College property and the property of staff, contractors and other students;
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting the College site, attending College functions or engaging in College based activities.
- follow protocols for communication with staff members, including making appointments at a mutually convenient time and communicating your concerns in a constructive manner;

Unacceptable Conduct

Unacceptable conduct includes, but is not limited to:

- Suggesting, initiating or engaging in any intimate or sexual contact with students;
- Making physical contact with students in any manner that may be deemed to be violent, aggressive, sexual in nature, or otherwise inappropriate or unwelcome.
- Using bathroom facilities other than those designated for adults/staff; or using bathroom facilities while children and young people are present;
- any form of physical or verbal violence including fighting, assault or threats of violence;

- any form of cyber bullying or cyber abuse;
- taking photos or video footage of students or staff with personal devices;
- Accessing and storing inappropriate material, images or videos on College devices both during term time and whilst on school holidays or leave;
- Befriending or engaging with students (or former students within two years of leaving the College) on social media, via personal email, mobile device or websites;
- any form of threatening language, gestures or conduct;
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, employee, contractor, volunteer or other;
- theft, fraud or misuse of College resources;
- the use of inappropriate or profane words or gestures and images;
- visiting the College, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health;
- smoking on the College premises or within the immediate environs of the College.

Breaches of the Code

Parents, volunteers, contractors and visitors who breach this Code of Conduct will be contacted by the Principal. Appropriate action, (which may include being banned from coming onto College grounds, attending College functions or College based activities), is at the discretion of the Principal.

Action taken by the Principal against parents who continually breach this Code of Conduct may include the expulsion of their son/s.

In accordance with applicable legislation and the College's Child Protection Policy, the Police and/or Department of Health and Human Services will be informed of any unlawful breaches of this Code.

Rights of Parents, Volunteers and Visitors

Parents, volunteers and visitors have the right to:

- be listened to and clearly communicated with, in regard to their son's education;
- be respected by staff and students;
- be treated in a polite manner;
- be treated with professionalism from all staff members;
- receive a timely response to concerns raised.

Approval

Responsible officer:	Deputy Principal – Staff and Operations
Approval body:	College Executive / College Board
Approval date:	17 February 2021 / 15 February 2021
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