

CHILD SAFETY CODE OF CONDUCT

EDU 4.14.2022

Date Approved:	22/06/2022
Date Effective:	1/07/2022
Scheduled Review Date:	31/12/2022
Policy Category:	Educational
Policy Owner:	Principal

Caring for children and young people brings additional responsibilities for the Board, staff, and volunteers of SEDA College (Victoria). This Code of Conduct is intended to complement child protection legislation, school policies and procedures and professional standards, codes or ethics as these apply to staff (employees) and other personnel such as volunteers and contractors.

All Board members, staff and volunteers of this organisation are responsible for promoting the safety and well-being of children and young people by following policies and procedures developed by SEDA College (Victoria), including the College's Child Safety and Wellbeing Policy to ensure that:

- The safety and welfare of children and young people is paramount at all times.
- Children and young people are treated with dignity, equality and respect.
- The views and concerns of children and young people are listened and responded to appropriately within the organisation.
- All reasonable steps are taken to ensure the safety and protection of children and young people within the organisation.
- Children and young people understand their rights and have these explained to them in age-appropriate language as to what they can expect when participating in a service, activity or program offered by the organisation.
- Any serious complaints made by a child, young person or their parent/carer are responded to quickly, fairly and transparently via the Concerns, Complaints & Grievances Policy – Students.
- They as an employee notify the relevant Child Protection Agency as soon as practicable if they have awareness or a reasonable suspicion that a child has been, or is being, abused or neglected :

VIC: Child Protection Emergency Service on **13 12 78**

SEDA College Victoria

Level 2, 415 Riversdale Road
HAWTHORN EAST | VIC | 3123
PO BOX 1237 | CAMBERWELL | VIC |
3124
ABN: 39 612 321 865

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e info@scv.vic.edu.au
p 1800 11 7332

Staff, volunteers and contractors will not:

- Take part in any unnecessary physical contact with a child or young person.
- Discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.
- Develop any 'special' relationships with children or young people outside of the professional relationship.

All Board members, staff and volunteers will be trained on this Code and any relevant policies. They will be required to sign off that they have completed this each year that they work with the College.

Code History

Version	Policy Owner	Approval Date	Effective Date	Summary of Changes
V1	Principal	20/06/2022	01/07/2022	New Code

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