

Child Safety Code of Conduct - HGS

Holmes Grammar School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment, which respects and fosters the safety, wellbeing and self-esteem of children and young people, and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, school policies and procedures and professional standards, code and ethics as these apply to staff and other personnel.

The Principal and School Council of Holmes Grammar School will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and Council of Holmes Grammar School will also provide information and support to enable the Code of Conduct to operate effectively.

Staff, contractors, third parties and any other member of the school community involved in child related work are required to comply with the Code of Conduct. The Code of Conduct applies in

all school situations, including Homestay, Student Care support, camps and in the use of digital technology and social media.

Acceptable Behaviours

Staff, contractors, third parties and any other member of the school community involved in child- related work individually are responsible for supporting and promoting the safety of child by:

1. Upholding the school's statement of commitment to child safety at all times adhering to the Holmes Grammar School Child Safe Policy.
2. Treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities.
3. Listening and responding to the views and concerns of students, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child.
4. That equity is upheld and diverse needs respected at all times.

5. Promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds.
6. Promoting respect in which the diverse and unique identities and experiences of Aboriginal children and young people are highly valued
7. Promoting the safety, participation and empowerment of students with a disability.
8. Reporting any allegations of child abuse or other child safety concerns to the school Principal.
9. Understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
10. If child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

Unacceptable Behaviours

Staff, student support services, contractors, third parties and any other member of the school community involved in child-related must not:

1. Ignore or disregard any concerns, suspicions or disclosures of child abuse
2. Ignore or tolerate behaviours which are deemed racist or prejudicial.
3. Treat a child unfavourably because of their disability, age, gender, culture, vulnerability, sexuality or ethnicity.
4. Develop a relationship with any student that could be seen as favouritism or amount to 'to grooming' behaviour.
5. Exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic, or service delivery context.
6. Ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate.
7. Discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting.
8. Communicate directly with a student through personal or private contact channels including the online environment, incorporating social media, email, instant messaging, text etc., except where that communication is reasonable in all circumstances, related to school work or extra-curricular activities or where there is a safety concern or other urgent matter. Exceptions also extend to Student Care Assist and approved Homestay families.
9. Photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes.
10. In the school environment or at other school events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.

Version Control and Accountable Officers

It is the joint responsibility of the Implementation Officer and Responsible Officer to ensure compliance with this policy.

Responsible Officer	School Council/School Principal
Implementation Officers	All school staff/Non-teaching staff/Homestay/Parent Nominated Guardians

Review Date	December 2027		
Approved by			
School Council			
Associated Documents			
Child Safe Communication Strategies Communication Policy & Procedures U18 Risk Management Strategy Holmes Grammar School Staff Manual Key Documents Development and Review Policy and Procedure Safe Environment Policy and Procedure - Grammar School			
Version	Brief Description of the Changes	Date Approved	Effective Date
1	New Policy	10/08/2016	10/08/2016
2	Revised Policy (adapted from retired Institutional Policy Manual)	23/08/2018	27/08/2018
3	<ul style="list-style-type: none"> • Added Council endorsement dates • Indicate communication strategies to Third Parties 	31/05/2019	31/05/2019
4	Policy revised to account for VRQA feedback regarding inclusion of version control table and approval information	06/08/2019	19/08/2019
5	<ul style="list-style-type: none"> • Update Staff selection/Recruitment Screening – Child Safe Expectations • Definition of Child Abuse broadened 	12/08/2021	12/08/2021
6.	<ul style="list-style-type: none"> • Adjustment to Code as a result of Child Safe Standards – Ministerial Order 1359 – Standard 1,2, 4, 9 • Reviewed Dec 2024 – no amendments 	10/08/2022	10/08/2022