



STAFF CODE OF CONDUCT

1. The commitment of everyone to the security and care of all students is of primary importance and given the highest priority.

All staff members, whether they are teaching, non-teaching or support staff, have a legal and moral obligation to discharge the highest duty of care towards our students.

Strict legal requirements exist in regard to adequate and appropriate supervision and teachers in particular have clear obligations and protocols in relation to being on time and in attendance for scheduled classes, rostered duties or any allocated supervision.

Under State Legislation, teachers are also Mandatory Reporters and as such must follow CEWA policy and the appropriate procedures if a clear belief is formed that a child is at risk.

New CEWA guidelines also require that all staff members are made aware of, and are signatories to, the school's Professional Code of Conduct that outlines the increased importance and accountability required in our interactions with students.

2. The commitment of all teaching staff to the highest standards of Teaching and Learning is a fundamental requirement for staff in their professional vocation.

A strong educational community is characterised by excellent teaching, the unequivocal, highest influencing factor that produces the greatest positive improvement and success in student learning.

All teachers need to demonstrate a clear commitment to upholding best practice and action advice and suggestions from Curriculum and Executive Leadership if so directed and be responsive to Professional Formation and Development possibilities and recommendations from Staff Appraisal.

This commitment includes the obligation to be part of a wider Teaching and Learning team and as such be involved and contribute professionally alongside Learning Area colleagues. This also applies more broadly to the whole-school.

3. The commitment of all staff to be supportive of the values and ethos of a Catholic school within our wider Catholic Education system.

Chisholm Catholic College has a proud heritage of being a strong Catholic school community.

Staff are expected to conduct themselves with due concern and diligence to their professional profile, appropriately in regard to manner of life and in ways that reflect Gospel values and care and respect for all.

4. The commitment to contribute in various activities and aspects of College life.

Active, vibrant educational communities are characterised by dedication and involvement in the daily life of the school and various enriching activities for students.

Staff members are expected to make contributions to the life of the school community, in different ways, including appropriate involvement in the College's stipulated Co-curricular Programme and at various College events and celebrations.

Catholic Education Western Australia has prescribed a series of Code of Conduct statements that outline the minimum standards in conduct and decision making that are aimed at ensuring the safety and well-being of students.

These statements and the associated information outlined below, form a vital part of these expectations for staff and other members of the Chisholm community.

The Code applies to staff, students, volunteers, parents and guardians as applicable. The term 'parents' includes guardians.

Introduction:

- you acknowledge the inherent vulnerability of the students in your care
- you recognise that the safety and well-being of students depends upon your vigilance and diligence and the vigilance and diligence of all adults
- the Code does not give you detailed professional advice on specific behaviour. Rather, it describes the minimum requirements expected of you
- conduct guidelines are illustrative and not an exhaustive list of the behaviours covered by the Code
- if your behaviour varies from the standards described in this Code and the guidelines, you should be prepared to explain and justify your decisions and actions
- while mandatory language such as 'must', 'shall' and 'will' is not used throughout the Code, there is a presumption the conduct described is mandatory and therefore not discretionary
- the Principal expects you to conduct yourself personally and professionally in a way that maintains public trust and confidence in your school and the Church
- you have a responsibility to students and their family, other members of the school community and the wider community to provide and support safe and competent education and care of students
- you will do your best to support other members of the school community to comply with the Code
- in cases of conflict between parts of the Code, between the Code and other school policies, or in any decision-making choices, you give priority to the outcome that will be in the best interests of the safety and well-being of the child.

Breaches:

Breaches of the Code must be notified to the Principal and it is a breach of the Code not to do so.

A breach of the Code may constitute a failure to follow a lawful direction from the Principal and therefore, the Principal will have the discretion as to what action to take, which may include counselling, professional development or sanctions under any agreement between you and the Principal. If you are a parent, volunteer or visitor, the Principal may take such action as is appropriate in your circumstances to maintain the safety and well-being of students.

The Principal must notify the appropriate authorities of any breach of the Code that was grooming behaviour: That is - deliberately undertaken with the aim of befriending and establishing an emotional connection with a student to lower the student's inhibitions in preparation for engaging in sexual activity with the student. Examples include:

- developing relationships that could be seen as favouritism (for example, the offering of gifts or special treatment for specific students)
- being alone with a student in circumstances where you are unseen or unlikely to be randomly interrupted
- initiating unnecessary physical contact with students or doing things of a personal nature that a student can do for themselves, such as toileting or changing clothes
- engaging in personal disclosures (including personal contact details), or exchanges containing sexual content with or in the presence of a student
- organising contact with a student or their family outside of school without the Principal's knowledge and/or consent (e.g. tutoring, sport coaching)
- having any non-curriculum related online contact with a student (including via digital media) or their family
- using any personal digital media account to contact students or their family
- photographing or videoing a student without the consent of the parent
- being in the presence of a student whilst under the influence of alcohol or non-medically prescribed drugs or offering either to a student.

The Principal must notify the appropriate authorities of any breach of the Code that was sexual abuse of a child: That is - sexual behaviour in circumstances where:

- the student is the subject of bribery, coercion, a threat, exploitation or violence; the student has less power than another person involved in the behaviour; or there is a significant disparity in the developmental function or maturity of the child and another person involved in the behaviour.

Conduct Statements

1. You act safely and competently
2. You give priority to students' safety and well-being in all your behaviour and decision making
3. You act in accordance with the values of the Gospel as defined in the Code of Ethical Conduct
4. You conduct yourself in accordance with laws, agreements, policies and standards relevant to your relationship with the school community
5. You respect the dignity, culture, values and beliefs of each member of the school community
6. You treat personal information about members of the school community as private and confidential
7. You give impartial, honest and accurate information about the education, safety and well-being of students
8. You support all members of the school community in making informed decisions about students
9. You promote and preserve the trust and privilege inherent in your relationship with all members of the school community
10. You maintain and build on the community's trust and confidence in Catholic schools and the Church

11. You act reflectively and ethically
12. You allow students to have a voice in their education, safety and well-being.

First Name:

Surname:

Email address:

- I have read and understood Chisholm Catholic College's Professional Code of Conduct and its guidelines for staff and agree to uphold and abide by its intent and required responsibilities.

AGREE