

## **CHILD PROTECTION POLICY CODE OF CONDUCT FOR STAFF AND VOLUNTEERS 2024**

Suncoast Christian College is committed to the safety and well-being of all its students. We support the rights of the child and will act without hesitation to ensure a safe environment for children is maintained at all times. We also support the rights and well-being of our staff and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.

### **Conduct of Staff and Students**

All staff, contractors and volunteers must ensure that their behaviour towards and relationships with students reflect proper standards of care for students. Staff, contractors and volunteers must not cause harm to students.

### **Child Protection Training**

As part of the annual compliance training and induction process, volunteers will be asked to complete online Child Protection training every year. Access to this training will be coordinated with our Valued Volunteers Coordinator.

### **Protective Behaviours – Guidelines for Staff and Volunteers**

- Conduct yourself in a manner consistent with your position as a positive role model to children and as a representative of Suncoast Christian College.
- Follow the College's policy and guidelines for the safety of children as outlined in the Child Protection Policy.
- Treat all children with respect and take notice of their reactions to your behaviour.
- Raise all concerns, issues and/or problems with your supervisor as soon as possible.
- Make sure all allegations or suspicions of abuse are recorded and acted upon.
- When interviewing, talking to, or tutoring a student, be cautious of never being alone or in a private setting.
- While counselling/advising a student requires a confidential setting – have a place with appropriate safeguards, e.g. a pane of glass in the door so staff personnel (not student) can be seen. Have doors without locks.
- DO NOT choose a place which is too isolated or overly private. Prefer group activities to working with students individually, including doing chores.
- Segregation of staff and student amenities must be observed.
- Be circumspect when supervising amenity blocks, change rooms and toilets. Announce your approach loudly.
- If responding to a crisis, advise the Head of School immediately.
- Never personally search a student or his property. Prefer they turn out pockets, bags, etc., with a witness in attendance. Make a diary note of persons present.
- Do not engage in rough physical games including horseplay.
- Do not hold, kiss, cuddle or touch children in an inappropriate and/or culturally insensitive way.
- Do not make sexually suggestive comments to a child, even as a joke.
- Do not do things of a personal nature that a child can do for themselves, such as going to the toilet or changing clothes.
- Do not spend time inappropriately alone with a child.
- Do not engage in sexual conduct of any nature with any student; the age of the student and any consensual agreement are irrelevant.