

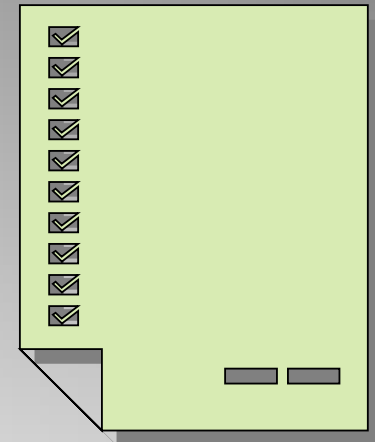
STUDENT PROTECTION ALL STAFF INSERVICE 2009



WELCOME

ORGANISATION

- HAVE YOU SIGNED IN?
- DO YOU HAVE A COPY OF THE CODE?
- ARE WE SAFE HERE?
- WHAT IS OUR PROGRAM FOR THE DAY?



TODAY

1. STAFF CODE OF CONDUCT (SEO)

- Key aspects of the Code

2. PROFESSIONAL BOUNDARIES IN STAFF-STUDENT RELATIONSHIPS (*Childwise*)

- Implications of the Code for creating child-safe schools
- Protective practices for staff
- School-based scenarios

BACKGROUND TO CODE OF CONDUCT

- Toowoomba Catholic Education unequivocally commits to fostering the dignity, self-esteem and integrity of every person. To meet this commitment this Code of Conduct has been developed in consultation with relevant parties.
- Legal obligation under *CCYPCG Act 2005* and *Education (Accreditation of Non-State Schools) Act 2001*.
- Replaces *Integrity in Relationships* brochure.

CODE OF CONDUCT

1. Introduction
 2. Overview of General Commitments
 3. Professional Responsibilities of Employees
 4. Responsibilities of Employees to Employer
 5. Responsibilities to Parents of Students
 6. Professional Relationships
 7. Duty of Care
 8. Risk Management
 9. Drugs, Alcohol and Tobacco
 10. Discrimination, Harassment and Bullying
 11. Maintaining Knowledge
- Useful Links & Resources



1. INTRODUCTION

- Clarifies and affirms standards of behaviour
- Includes OHS and Student Protection
- Applies to all CEO employees
- At all times when a contract of employment exists
- Safe and supportive environments
- Role models for students



INTRODUCTION (CONT.)

- Identify with living spirit of Christ
- Legislation prevails
- Clarifications: School then SEO if needed
- Not to be used as a threat
- Trust/accountability/breaches/fairness and natural justice
- Reviewed annually

2. OVERVIEW OF GENERAL COMMITMENTS...

- See pages 4 and 5

3. PROFESSIONAL RESPONSIBILITIES OF EMPLOYEES:

- Support core values of Catholic Education
- Framework of law and lawful and reasonable instructions of employer
- Duty of care to students – reasonable steps

4. RESPONSIBILITIES OF EMPLOYEES TO THE EMPLOYER

5. RESPONSIBILITIES TO PARENTS/GUARDIANS & FAMILIES

- Courtesy, mutual trust and open communication
- Respect family privacy and confidentiality
- Respect rights of inquiry, consultation and information; family background

6.1 INTERACTIONS WITH STUDENTS

- Caring, compassionate adults
- Set appropriate boundaries
- Position of trust
- Open to scrutiny



6.2 INTERACTIONS WITH COLLEAGUES

7. DUTY OF CARE

- Safe and healthy work environment
- Take all reasonable steps to protect students from risk of harm
- Positive, open, healthy environment
- Student supervision – vigilance, punctuality
- Address bullying



8. RISK MANAGEMENT

- Reasonable steps to eliminate or minimise risk
- Conduct appropriate risk assessments

9. DRUGS, ALCOHOL AND TOBACCO



10. DISCRIMINATION, HARASSMENT, BULLYING

- Sexual harassment – policy and procedures
- Bullying and harassment – policy and procedures
- Discrimination – Anti-Discrimination Act 1991

11. MAINTAINING KNOWLEDGE

- Maintain current understandings of law, ethics, policies, procedures, etc
- Law prevails over policy in the event of any conflict
- Maintain educational skills and knowledge
- Useful Links & Resources



Where to from here?

- Read and reflect on the Code
- Seek clarification on any concerns or questions about the Code from School Administration, then SEO if needed.
- Schools provide for ongoing reflection and in-service on Code.