



# SOUTHERN CROSS

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## GRAMMAR

# Child Safety

# Code of Conduct

## Policy Control Information

Policy Risk Rating	Very High
Policy Category	Child Safety
Version	1.0
Owner	Principal
Publication	Internal and School Community
Approver	School Executives
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## Document History

Version	Date	Status	Approval	Summary of Changes
1.1	April 2026	Approved	N/A	Administrative update. Updated School logo and PROTECT hyperlink (pg. 2).
1.0	April 2025	Approved	School Executives	<b>New Child Safety Code of Conduct in alignment with the Child Safety and Wellbeing Policy approved by the Board March 2025.</b> This Code is an expansion of the Code of Conduct Declaration (for Recruitment) (2021).

# Child Safety

## CODE OF CONDUCT



### Purpose

Southern Cross Grammar is committed to the welfare, safety and protection of all our students and has zero tolerance of child abuse. Our Child Safety Code of Conduct sets clear expectations of behaviour for all adults interacting with children in our School.

All Board Members, Board Committee Members, School Executives, Staff, Volunteers, Contractors and any other adults working with or on behalf of Southern Cross Grammar are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children as noted below.

The Child Safety Code of Conduct applies to all physical and online environments where students are present. This includes both during and outside of school hours, and extends to any locations used for school-related activities, such as camps, excursions and extracurricular events.

*For the purposes of this Code of Conduct, the term “children” refers to all students enrolled at Southern Cross Grammar.*

### Acceptable Behaviours

All staff, volunteers, contractors, and other adults working with or on behalf of Southern Cross Grammar are responsible for supporting the safety, participation, wellbeing and empowerment of children by:

- Establishing and maintaining a child safe environment in the course of their work
- Adhering to Southern Cross Grammar’ Child Safety and Wellbeing Policy at all times
- Taking all reasonable steps to protect children from abuse
- Treating everyone with respect
- Promoting the cultural safety, participation, and empowerment of Aboriginal students, students from culturally and/or linguistically diverse backgrounds, students with disabilities, international students, students unable to live at home, and LGBTQIA+ students.
- Ensuring, as far as practicable, that adults are not alone with a child
- Listening to and responding to the views and concerns of students, particularly if they disclose that they or another student has been abused or express worries about their own safety or the safety of another student.
- If child abuse is suspected, taking immediate action to ensure that child(ren) are safe
- Reporting any allegations of child abuse or other safety concerns to the Principal or Executive Director of People and Culture.
- Understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in accordance with our Child Safety Reporting and Responding Policy and Procedures and the [PROTECT Four Critical Actions](#).
- Encouraging children to ‘have a say’ and participate in all relevant organisational activities where possible, especially on issues that are important to them, with due regard to children’s privacy, confidentiality and appropriateness of situation where disclosures are made

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### Unacceptable Behaviours

All staff, volunteers, contractors, and other adults working with or on behalf of Southern Cross Grammar, must not:

- Develop 'special' relationships with children that could be seen as favouritism (e.g. the offering of gifts or special treatment for specific children)
- Exhibit behaviours with children which may be construed as unnecessarily physical
- Put children at risk of abuse (e.g. by locking doors)
- Do things of a personal nature that a child can do for themselves such as toileting or changing clothes
- Engage in open discussions of a mature nature in the presence of children (e.g. personal social activities)
- Use offensive or inappropriate language in the presence of children
- Express personal views on cultures, race or sexuality in the presence of children
- Discriminate against any child, based on culture, race, ethnicity or disability
- Have any online contact with a student or their family unless by providing work/feedback via the School's Learning Management System
- Ignore or disregard any suspected disclosure of child abuse
- Display behaviours or engage with students in ways that are not justified by the educational or professional context.

### Breaches to the Child Safety Code of Conduct

All breaches and suspected breaches of the Child Safety Code of Conduct must be reported to the Principal or the Executive Director of People and Culture.

If the breach or suspected breach relates to the Principal, the matter should be reported directly to the Executive Director of People and Culture.

Any staff member, volunteer, contractor, or other adult working with or on behalf of Southern Cross Grammar who breaches this Child Safety Code of Conduct may be subject to disciplinary action.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the School's Reportable Conduct Scheme Policy and may be referred to Victoria Police.

### Related policies

This Code of Conduct is set in alignment with our Child Safety and Wellbeing Policy. Other related policies include:

- Reporting and Responding Obligations (Child Safety) Policy and Procedures (including Mandatory Reporting and Reportable Conduct)
- Complaints and Grievances Policy
- Diversity, Inclusion and Respect for Others Policy