

CHILD SAFETY CODE OF CONDUCT

Proprietor	Global Village Learning Ltd (ABN 52 090 773 470)
School	Global Village Learning, New Gisborne Campus
Policy owner	Board of Directors
Responsible officer	Principal, with Campus Lead for day-to-day implementation
Date adopted	30 August 2024 (reviewed March 2026)
Review cycle	Every two years
Next review	March 2028
Regulatory context	Ministerial Order No. 1359 (clauses 6, 10); Worker Screening Act 2020 (Vic); Education and Training Reform Act 2006 (Vic); Reportable Conduct Scheme under the Child Wellbeing and Safety Act 2005 (Vic)

1. Purpose

This Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people at Global Village Learning.

All Global Village Learning staff, volunteers, contractors, service providers, school board members and any other adult involved in child-connected work must follow this Code of Conduct.

This Code of Conduct applies to all physical and online environments used by young people. It also applies during or outside of school hours and in other locations provided by the school for young person use, such as a school camp.

2. Acceptable behaviours

As Global Village Learning staff, volunteers, contractors, and any other member of our school community involved in child-connected work, we are responsible for supporting and promoting the safety of children by:

- upholding our Global Village Learning commitment to child safety at all times and adhering to our Child Safety and Wellbeing Policy
- treating young people and families in our school community with respect in our school environment and outside our school environment as part of normal social and community activities
- listening and responding to the views and concerns of young people, particularly if they disclose that they or another child or young person has been abused or are worried about their safety or the safety of another child or young person
- promoting the cultural safety, participation and empowerment of Aboriginal young people, young people with culturally and linguistically diverse backgrounds, young people with a disability, international young people, young people who are unable to live at home, and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) young people
- ensuring, as far as practicable, that adults are not alone with a young person. One-to-one interactions between an adult and a young person are to be in an open space or in line of sight of another adult
- reporting any allegations of child abuse or other child safety concerns to the Wellbeing Coordinator

- understanding and complying with all reporting and disclosure obligations, including mandatory reporting, in line with the Child Safety Responding and Reporting Obligations Policy and Procedures and the PROTECT Four Critical Actions
- if child abuse is suspected, ensuring as quickly as possible that the young person or young people are safe and protected from harm.

3. Unacceptable behaviours

As Global Village Learning Guides, volunteers, contractors and members of our learning community involved in child-connected work, we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- develop a relationship with any young person that could be seen as favouritism or amount to 'grooming' behaviour, for example by offering gifts
- display behaviours or engage with young people in ways that are not justified by the educational or professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a young person
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance
- treat a child or young person unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
- communicate directly with a young person through personal or private contact channels, including social media, personal email, instant messaging or texting, except where that communication is reasonable in all the circumstances, related to schoolwork or extra-curricular activities, or where there is a safety concern or other urgent matter
- photograph or video a child or young person in a school environment except in accordance with the Photographing, Filming and Recording Young People Policy or where required for duty of care purposes
- consume alcohol against school policy or take illicit drugs in the school environment or at school events where young people are present
- have contact with any young person outside of school hours except when needed to deliver the school curriculum or professional guidance, and where parental permission has been sought.

4. Breaches of this Code of Conduct

All Global Village Learning staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Code of Conduct may be subject to disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Independent Schools of Victoria Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of this Code of Conduct must be reported to the Executive Director and the Campus Lead.

If the breach or suspected breach relates to the Principal, contact the Chair of the Global Village Learning Board.

Endorsement

Endorsement by Board	March 2026
Review date	March 2026

Next review date

March 2028