



Eton Farm Education

Policy No/Name	EFE55 Code of Conduct NCS
Version	1
Status	Complete
Reviewed by	MMW
Responsibility	Principal/ Admin
Scheduled review date	May 2024



All paid and unpaid staff, including volunteers and School Board members of Eton Farm Education Inc are responsible for the safety and wellbeing of children who engage at Eton Farm Primary School. All paid and unpaid staff are expected to act in accordance with this Code of Conduct in their physical and online interactions with children and young people under the age of 18 years.

I will:

- Act in accordance with Eton Farm Education Inc child safety and wellbeing policies and procedures at all times.
- Behave respectfully, courteously and ethically towards children and their families and towards other staff.
- Listen and respond to the views and concerns of children, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- Promote the human rights, safety and wellbeing of all children at Eton Farm Primary School.
- Demonstrate appropriate personal and professional boundaries.
- Consider and respect the diverse backgrounds and needs of children.
- Create an environment that promotes and enables children’s participation and is welcoming, culturally safe and inclusive for all children and their families.
- Involve children in making decisions about activities, policies and processes that concern them wherever possible.
- Contribute, where appropriate, to Eton Farm Education Inc policies, discussions, learning and reviews about child safety and wellbeing.
- Identify and mitigate risks to children’s safety and wellbeing as required by Eton Farm Education Inc risk assessment and management policy or process.
- Respond to any concerns or complaints of child harm or abuse promptly and in line with Eton Farm Education Inc policy and procedure for receiving and responding to complaints.
- Report all suspected or disclosed child harm or abuse as required by the Children and Community Services Act 2004 (WA) and Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022 and by



	<p>Eton Farm Education Inc policy and procedure on internal and external reporting.</p> <ul style="list-style-type: none"> ● Comply with Eton Farm Education Inc protocols on communicating with children. ● Comply with the School Education Act 1999 and the Privacy Act 1988, and Eton Farm Education Inc. policies and procedures on record keeping and information sharing.
<p>I will NOT:</p>	<ul style="list-style-type: none"> ● Engage in any unlawful activity with or in relation to a child. ● Engage in any activity that is likely to physically, sexually or emotionally harm a child. ● Unlawfully discriminate against any child or their family members. ● Be alone with a child unnecessarily. ● Arrange personal contact, including online contact, with children I am working with for a purpose unrelated to Eton Farm Primary School activities. ● Disclose personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless I am required to do so by Eton Farm Education Inc policy and procedure on reporting. ● Use inappropriate language in the presence of children, or show or provide children with access to inappropriate images or material. ● Work with children while under the influence of alcohol or prohibited drugs. ● Ignore or disregard any suspected or disclosed child harm or abuse.
<p>If I think this Code of Conduct has been breached by another person at Eton Farm Primary School. I will:</p>	<ul style="list-style-type: none"> ● Act to prioritise the best interests of children. ● Take actions promptly to ensure that children are safe. ● Promptly report any concerns to my manager, Eton Farm Education’s Principal or Deputy Principal. ● Follow Eton Farm Education Inc. policies and procedures for receiving and responding to complaints and concerns.



CODE OF CONDUCT NATIONAL CHILD SAFE

	<ul style="list-style-type: none"> Comply with the Children and Community Services Act 2004 (WA) and Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022 if relevant, and with Eton Farm Education Inc. policy and procedures on internal and external reporting.
<p>I agree to abide by this Code of Conduct during my employment with Eton Farm Education I understand that breaches of this Code of Conduct may lead to disciplinary action or termination of my employment with Eton Farm Education Inc. I understand that with signed this document I am protected from victimisation or other adverse consequences if reports are made in good faith.</p>	<p>.....</p> <p>Signature</p> <p>.....</p> <p>Full Name</p> <p>Date.....</p>

Version History		
Date	Version	Reviewer
May 23	1 – created	MMW

