

Muhammadiyah Australia College

CHILD SAFETY CODE OF CONDUCT



Endorsed on:	April 2026
Endorsed by:	Board of Directors
Next Review:	April 2028

Rationale

Muhammadiyah Australia College is committed to the safety and wellbeing of children and young people. Our College community recognises the importance of, and a responsibility for ensuring our school is safe, supportive, inclusive and peaceful, and provides our students with extensive opportunities to help them achieve their full potential.

Child Safe Standard 2 requires the College to ensure that child safety and wellbeing is embedded in school leadership, governance and culture. Integral to this is the implementation of a Child Safety Code of Conduct that is approved by the College Board and has the objective of promoting child safety and wellbeing in the school environment. The Code should also provide guidelines for school staff and volunteers on expected behaviour in relation to child safety and wellbeing and consider any relevant professional or occupational codes of conduct.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, College policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

The College Board of Directors, the Principal and College leaders will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly learning environments. The Principal and College leaders of Muhammadiyah Australia College will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and any other member of the College community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all College situations, including College camps and in the use of digital technology and social media.

All teaching staff at Muhammadiyah Australia College must also adhere to the Victorian [Teaching Profession's Code of Conduct](#) and [Code of Ethics](#) developed by Victorian Institute of Teaching.

Implementation

- The Code of Conduct is intended for College Leadership, all other staff, College Board, visitors to the College, contractors and volunteer workers.
- The safety and wellbeing of children is the highest priority for Muhammadiyah Australia College.
- This Code of Conduct outlines appropriate standards of behaviour by adults towards children.
- It is binding on all staff members, volunteers, College Board members, religious leaders working with children in physical environment whether on-site or off-site and in online environments.

Acceptable Behaviours

The College has identified the following acceptable behaviours. As staff, volunteers, contractors, and any other member of the College community involved in child-related work individually, we are responsible for supporting and promoting the safety of children by:

- upholding the College's Statement of Commitment to Child Safety at all times
- always modeling appropriate child safe behaviour
- treating children and families in the College community with respect both within the College environment and outside the College environment as part of normal social and community activities
- listening and responding to the views and concerns of students, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students
- promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of students with a disability
- reporting any allegations of child abuse or other child safety concerns to the College's leadership
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse, including following the Four Critical Actions for Schools
- if child abuse is suspected, ensuring as quickly as possible that the child/ren are safe and protected from harm
- reporting breaches of this code of conduct to the Principal or Chair of the College Board
- respecting the privacy of students and their families and only disclose information to people who have a need to know

Unacceptable Behaviours

The College has identified the following unacceptable behaviours. As staff, volunteers, contractors, and any other member of the College community involved in child-related work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- engage in any form of inappropriate behaviour towards students or expose students to such behaviour including engaging in open discussions of an adult nature in the presence of students
- use inappropriate language with students, behave aggressively or act with prejudice toward a student
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts)

- exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic, or service delivery context
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate
- discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting
- treat a child unfavorably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity.
- communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting etc.) except where that communication is reasonable in all the circumstances, related to College work or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child in a College environment except in accordance with College policy or where required for duty of care purposes
- in the College environment or at other College events where students are present, consume alcohol contrary to College policy or take illicit drugs under any circumstances
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought.

Consequences for breach of the Child Safety Code of Conduct

If a staff, volunteer or external provider does not comply with the expected standard of behaviour, the Principal will discuss their behaviour with them. Non-compliance can lead to disciplinary action being taken, which may result in the person being asked to leave the College grounds.

The College will ensure that procedures for raising and managing complaints and consequences for breaching the Child Safe Code of Conduct, are known and understood by everyone.

For particularly high-risk activities, such as overnight camps, the College will determine whether or not a specific Code of Conduct is required. This could outline additional topics such as sleeping arrangements, personal care, leaving the site, no drugs or alcohol on site, staff-to-child ratio requirements, etc.

By observing these behaviours all staff, volunteers and members of the College Board of Muhammadiyah Australia College acknowledge their responsibility to immediately report any breach of this code to the College Principal.

If you believe a child is at immediate risk of abuse, phone 000 and ask for the police.

Agreement to the Child Safe Code of Conduct

A copy of this Child Safety Code of Conduct is contained in all new staff contracts, communicated at induction and refresher training at regular intervals.

Induction procedures or manuals for new staff, volunteers and external providers will also include information about the Child Safety Code of Conduct.

All volunteers and contractors are required to read and acknowledge the College Child Safe Code of Conduct prior to commencing work.