

JANUARY 1, 2017



# CODE OF CONDUCT

INFANT JESUS SCHOOL

**PARENTS**



## INTRODUCTION

At Infant Jesus School, we believe that each child is a precious gift from God created as an individual with his or her own unique gifts, talents and abilities. Our aim is to cherish each child and create an environment which enables all children to experience the joy and wonder of our world.

We acknowledge parents as the first educators of their child. We share a strong partnership with each family and encourage parents to become involved in the school. Our home/school relationships are based upon on-going communication, openness and trust. Parents are supported in understanding their role alongside the school and together we support the child to achieve their true potential.

## OUR VISION

At Infant Jesus, our Vision is to develop the whole child to seek the truth through the teachings of Christ in Faith, Hope and Love.

## OUR MISSION

Infant Jesus School is a place where every individual is welcomed, cherished, respected and valued. Our Catholic ethos ensures that a Christ-centred approach is at the heart of all we do. We live and learn within a community that is caring, loving, compassionate and forgiving. Meaningful relationships form the basis of all our interactions.

- We provide our students with an education that will prepare them for life. Our learning community fosters confident, independent and life-long learning with an attitude which promotes achievement of the full potential of all individuals in an environment embedded in our Gospel values. We utilise technology as a tool to aid our learning and develop critical thinkers who are able to access information and communicate effectively, thereby enhancing their potential as life-long learners.
- Our staff are dedicated, qualified, innovative professionals who receive ongoing training in current pedagogical practices. They are committed to supporting each child to achieve personal excellence. We provide a nurturing learning environment where students feel happy and safe. Our students respect themselves and others in a manner which shows acceptance towards all cultures, both within the school and in the wider community.
- We share a positive relationship and welcome close interactions between the school, parish and local community. We encourage our students to think of others, give service to those in need and foster a spirit of Truth and Justice for all.
- We acknowledge parents as the first educators of their children. We have a strong partnership with each family and encourage their involvement. Our home/school relationships are based upon on-going communication, openness and trust. Parents are supported in understanding their role alongside the school and parish and together we support the child to achieve their potential

## **OUR VALUES**

We Celebrate Childhood in the Spirit of Infant Jesus through:

### **Truth**

We promote Truth and Justice in a spirit of Infant Jesus.

*'If you make my word your home you will indeed be my disciple; you will come to know the truth, and the truth will set you free.'* (Luke 8: 31 -32)

### **Excellence**

We work hard to be the best we can.

*'No one after lighting a lamp hides it under a jar, or puts it under a bed, but puts it on a lamp stand, so that those who enter may see the light!'* (Luke 8: 16)

At Infant Jesus School, we believe that excellence is a core value that encourages children to aspire to be and do their best when working or helping someone. At Infant Jesus School, we encourage all children to strive towards being their personal best during everything that they do.

### **Uniqueness**

We value the individuality of each person.

*'Each one of us has received a special gift in proportion to what Christ has given.'* (Ephesians 4:7)

At Infant Jesus School, we believe that uniqueness is a core value that encourages a closer relationship between all people. As a Catholic Community, we continually strive to be Jesus for our children and the greater community. We acknowledge the importance of this gospel value and work at great lengths to instil this value within our children.

### **Community**

We cooperate and engage in open communication with one another.

*'The one who listens to you listens to Me, and the one who rejects you rejects Me; and he who rejects Me rejects the One who sent Me.'* (Luke 10:16)

Respectful communication is about listening and being heard. At Infant Jesus School, we believe that respectful communication is a core value that encourages children to aspire to put themselves in someone else's shoes and learn to forgive and to be forgiven.

### **Relationships**

We show respect and kindness to all.

*'Love your neighbour as you love yourself'*(Matthew 22: 3)

At Infant Jesus School, we believe that respectful relationships is a core value that encourages children to be thoughtful and considerate when someone is sad or troubled and actively try to make a difference.



## Infant Jesus School Code of Conduct

### Purpose

The purpose of the Code of Conduct is to describe minimum standards of conduct in all behaviour and decision making to ensure the safety and well-being of students.

### Application

The Code applies to staff, students, volunteers, parents and guardians as applicable. The term 'parents' includes guardians.

### Introduction

- You acknowledge the inherent vulnerability of the students in your care.
- You recognise that the safety and well-being of students depends upon your vigilance and diligence and the vigilance and diligence of all adults.
- The Code does not give you detailed professional advice on specific behaviour. Rather, it describes the minimum requirements expected of you.
- The Guidelines are illustrative and not an exhaustive list of the behaviours covered by the Code.
- If your behaviour varies from the standards described in this Code and Guidelines, you should be prepared to explain and justify your decisions and actions.
- While mandatory language such as 'must', 'shall' and 'will' is not used throughout the Code, there is a presumption the conduct described is mandatory and therefore not discretionary.
- The Principal expects you to conduct yourself personally and professionally in a way that maintains public trust and confidence in your school and the Church.
- You have a responsibility to students and their family, other members of the school community and the wider community to provide and support safe and competent education and care of students.
- You will do your best to support other members of the school community to comply with the Code.
- In cases of conflict between parts of the Code, between the Code and other school policies, or in any decision-making choices, you give priority to the outcome that will be in the best interests of the safety and well-being of the child.

### Breaches

Breaches of the Code must be notified to the Principal and it is a breach of the Code not to do so.

A breach of the Code may constitute a failure to follow a lawful direction from the Principal and therefore the Principal will have the discretion as to what action to take, which may include counselling, professional development or sanctions under any agreement between you and the Principal. If you are a parent, volunteer or visitor, the Principal may take such action as is appropriate in your circumstances to maintain the safety and well-being of students.

The Principal must notify the appropriate authorities of any breach of the Code that was grooming behaviour: ie. deliberately undertaken with the aim of befriending and establishing an emotional connection with a student, to lower the student's inhibitions in preparation for engaging in sexual activity with the student. Examples include:

- developing relationships that could be seen as favouritism (for example, the offering of gifts or special treatment for specific students)
- being alone with a student in circumstances where you are unseen or unlikely to be randomly interrupted

- initiating unnecessary physical contact with students or doing things of a personal nature that a student can do for themselves, such as toileting or changing clothes
- engaging in personal disclosures (including personal contact details), or exchanges containing sexual content with or in the presence of a student
- organising contact with a student or their family outside of school without the Principal's knowledge and/or consent (e.g. tutoring, sport coaching).
- having any non-curriculum related online contact with a student (including via digital media) or their family
- using any personal digital media account to contact students or their family
- photographing or videoing a student without the consent of the parent
- being in the presence of a student whilst under the influence of alcohol or non-medically prescribed drugs or offering either to a student

The Principal must notify the appropriate authorities of any breach of the Code that was sexual abuse of a child: i.e. sexual behaviour in circumstances where:

- the student is the subject of bribery, coercion, a threat, exploitation or violence;
- the student has less power than another person involved in the behaviour; or
- there is a significant disparity in the developmental function or maturity of the child and another person involved in the behaviour.



**Paul Hille**  
**Principal**



## Conduct Statements

1. You act safely and competently.
2. You give priority to students' safety and well-being in all your behaviour and decision making.
3. You act in accordance with the values of the Gospel as defined in the Code of Ethical Conduct.
4. You conduct yourself in accordance with laws, agreements, policies and standards relevant to your relationship with the school community.
5. You respect the dignity, culture, values and beliefs of each member of the school community.
6. You treat personal information about members of the school community as private and confidential.
7. You give impartial, honest and accurate information about the education, safety and well-being of students.
8. You support all members of the school community in making informed decisions about students.
9. You promote and preserve the trust and privilege inherent in your relationship with all members of the school community.
10. You maintain and build on the community's trust and confidence in Catholic schools and the Church.
11. You act reflectively and ethically.
12. You allow students to have a voice in their education, safety and well-being.



# Infant Jesus School Code of Conduct

## Declaration

I \_\_\_\_\_ acknowledge that I have read and understood the  
(Print Full Name)

Infant Jesus School Code of Conduct and will comply with this document. I am aware that all breaches of Infant Jesus Schools' Code of Conduct shall be notified to the Principal and that it is a breach of the Code not to do so.

A breach of the Code may constitute a failure to follow a lawful direction from the Principal and therefore, the Principal will have the discretion as to what action to take, which may include counselling, professional development or sanctions under any agreement between you and the Principal.

If you are a parent, volunteer or visitor, the Principal may take such action as is appropriate in your circumstances to maintain the safety and well-being of students.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

