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## CHILD SAFETY AND WELLBEING CODE OF CONDUCT


**Document Status:**           **Approved**

**Date Issued:**               **09 January 2024**

**Approved by:**               **EDUQUEST COLLEGE (PTY) LTD  
(Governing Board)**

**Date for Review:**           **08 January 2026**

**Record of Policy Review:**

<i>Date Policy was Issued</i>	<i>Date of Next Review</i>	<i>Reason for Review</i>
09 January 2024	08 January 2026 or as the need arise.	to ensure that the policy document remains up to date
Signature		

## Purpose

Our Child Safety and Wellbeing Code of Conduct sets out the expected behaviour of adults with children and young people in our school.

All EDUQUEST COLLEGE staff, volunteers, contractors, service providers, governing board, school council members and any other adult involved in child-connected work must follow the **Child Safety and Wellbeing Code of Conduct**. The Child Safety and Wellbeing Code of Conduct applies to all physical and online environments used by EDUQUEST COLLEGE students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

## Acceptable behaviours

As EDUQUEST COLLEGE staff, volunteers, contractors, service providers, governing board, school council members or other member of our school community involved in child-connected work, we are responsible for supporting and promoting the safety and wellbeing of children by:

- Upholding our EDUQUEST COLLEGE commitment to child safety and wellbeing at all times and adhering to our Child Safety and Wellbeing Policy
- treating students 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 students, particularly if they disclose that they or another child or student has been abused or are worried about their safety or the safety of another child or student
- promoting the cultural safety, participation and empowerment students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home
- ensuring, as far as practicable, that adults are not alone with a student – one-to-one interactions between an adult and a student 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 our Child Safety Leader (CSL).
- understanding and complying with all reporting and disclosure obligations (including mandatory reporting) in line with our child safety responding and reporting policy and procedures.
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm

## **Unacceptable behaviours**

As EDUQUEST COLLEGE staff, volunteers, contractors, service providers, governing board, school council members or other member of our school 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 student that could be seen as favouritism or amount to 'grooming' behaviour (for example, by offering gifts)
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a student
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance
- treat a child or student unfavourably 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 schoolwork or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child or student in a school environment except in accordance with the Photographing, Filming and Recording Students 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 students are present
- 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.

## **Breaches to the Child Safety and Wellbeing Code of Conduct**

All EDUQUEST COLLEGE staff, volunteers, contractors, service providers, governing board, school council members or other member of our school community involved in child-connected work who breach this Child Safety and Wellbeing 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 Government Gazette, Regulations and Policy of the Department of Education Policy and may be subject to refer to the South African Police (SAPS).

All breaches and suspected breaches of the EDUQUEST COLLEGE Child Safety and Wellbeing Code of Conduct must be reported to the Principal.

**If the breach or suspected breach relates to the Principal, contact the School Governing Board or the Department of Education.**