



The DCI Safeguarding Code of Conduct

The Safeguarding Code of Conduct:

- makes clear what is required of all staff, workers and volunteers and supports them in their duty to protect the child and the whole school community
- reduces the risk of false allegations
- is reviewed annually by the DCI Director of Safeguarding and the DCI Safeguarding Leads

This code of conduct must be signed by staff, regulated volunteers, gap students or interns.

If you are a member of staff, this Safeguarding Code of Conduct forms part of your contract of employment. Anyone working at any DCI school, whether in a paid or unpaid role, is expected to adhere to this Code of Conduct and you will be asked to sign and return it as acceptance of your commitment to it.

You must:

- maintain the highest levels of personal and professional conduct;
- be able to identify situations that may place a member of the school community at risk and know how to deal with such situations;
- know how to report any knowledge, concerns or suspicions about possible abuse or maltreatment;
- Understand the importance of safe touch as guided by the College and be aware of how physical touch may be perceived and/or misunderstood, and whether it is appropriate;
- organise work and the workplace to minimise any potential Safeguarding risks; including always being as visible as possible to other adults when working with children;
- ensure that any actions or forms of behaviour that are inappropriate or may lead to abuse do not go unnoticed or tolerated;
- respect children's rights and treat them with fairness, honesty, dignity and respect;
- avoid language or behaviour that devalues the importance of safeguarding and the protection of children.

You must never:

- abuse or maltreat a child (physically, emotionally, sexually, or through neglect);



- use your position to intimidate, bully, threaten, discriminate against, coerce or undermine anyone in the school community;
- behave or communicate with children or adults to build inappropriate relationships in order to abuse or put them at risk;
- give or receive gifts to/from children; give special rewards or privileges in an attempt to build inappropriate relationships with children;
- engage in, or attempt to engage in, sexual or inappropriate relationships with children, including the use of suggestive conversations, comments, texting, sharing of inappropriate images/videos, or emails;
- engage with children using online personal communication including but not limited to e-mail, chats, and social networks, except only professional online tools and environments that are sanctioned by the employer and used in the course of the child's education and welfare;
- record, possess or share indecent images of children;
- sleep in the same room or bed as a child with whom you are working;
- do things for children of a personal nature that they can do themselves;
- offer transport in your car to a student without express parental/management permission, except in the case of emergency;
- carry out your duties or volunteering whilst adversely affected by alcohol, solvents or drugs;
- encourage or assist others to break the law in any way; condone or participate in behaviour by children that is illegal, abusive or endangers their safety;
- discriminate against, show differential treatment towards or favour particular children to the exclusion of others.

This list is not exhaustive or exclusive. The basic principle is that staff and volunteers must avoid behaviours that may be inappropriate or potentially abusive towards children.



DECLARATION:

I acknowledge that I have read and understand DCI Safeguarding Policy, and promise to strictly follow the rules and guidelines in this DCI Safeguarding Code of Conduct as a condition of my providing services to the children and staff of DCI.

In addition, I will:

- comply with the mandatory reporting regulations of DCI to report suspected child abuse.
- co-operate fully in any investigation into the abuse of a child or children.

My signature confirms that I have read this DCI Safeguarding Code of Conduct and that, as a person working with children, I agree to follow these standards.

I understand that any action inconsistent with this DCI Safeguarding Code of Conduct or failure to take action mandated by this DCI Safeguarding Code of Conduct may result in disciplinary action up to and including removal from DCI.

Name: _____

Signature: _____

Date: _____