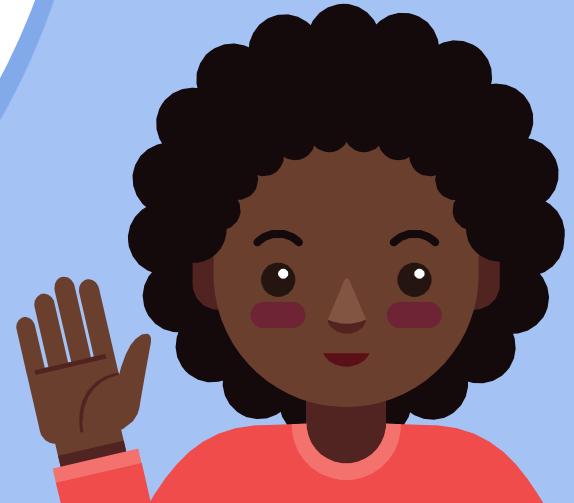


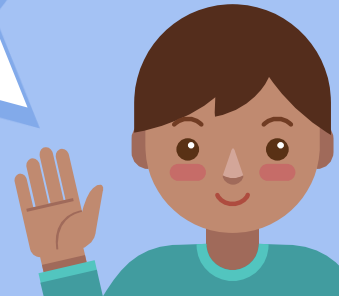
Glowrey Child Friendly Child Safe Policy



Introduction

Our school is responsible for our care, safety and wellbeing.

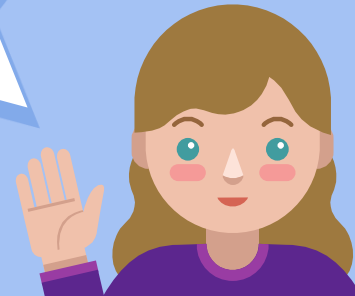
- We have a Child Safe Policy so that everyone is respected and feels safe.
- It is important that we are listened to and have an opportunity to share our thoughts and opinions.



Purpose

The purpose of this policy is to make sure that all students feel comfortable with the people around them.

Our teachers care about us and also make sure that we feel safe when we are at school, excursions and on camps.



Rights & Responsibilities

- We have the right to be safe
- We have the right to be respected
- Everyone has the right to learn



GLOWREY
CATHOLIC PRIMARY SCHOOL

SCHOOL RULES

Follow directions

Listen to the speaker

Speak appropriately

Keep hands, feet and
objects to yourself

Move safely

Treat property with care



Commitment to Child Safety

Our school is committed to keeping our students safe from poor behaviour and abuse.

Every student has the right to feel and be safe.



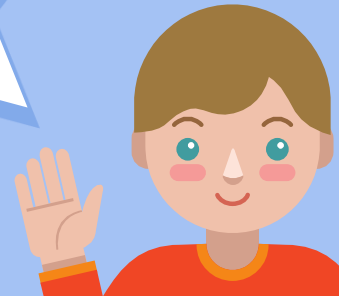
Managing Risks

The school keeps us safe by-

- closing the gates
- teachers on yard duty who wear bright vests
- 'children only' toilets

Adults at our school must use adult toilets / visitor toilets

- Before every event, excursion or camp our teachers think about how to avoid situations that might be dangerous or that may hurt us.



Code of Conduct

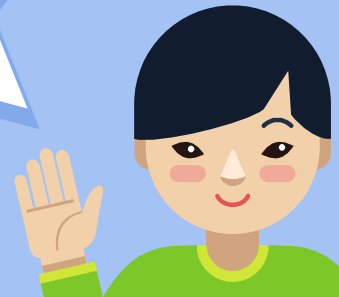
Our school makes sure there is a **Code of Conduct** for all teachers, helpers, receptionists, Casual Relief Teachers, parent helpers, other volunteers and workers that describes how they should behave.

Just like we have school rules for students, the Code of Conduct is the expectation for adults.



Hiring staff to work with us

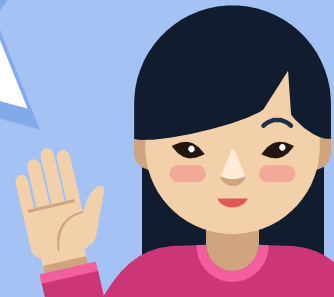
At Glowrey, our Principals Mr Kelly and Mrs Reid makes sure that the right person gets the job to work with us and that they are committed to keeping children safe.



Inclusion and Empowerment for all Students

Glowrey Catholic Primary School works with students to -

- ensure that they are empowered to understand their rights
- recognise what abuse is and
- encourage them to speak up when they feel uncomfortable or afraid
- lead with or without the badge



Valuing Differences

Glowrey Catholic Primary school values everyone's individuality.

We look after children with different abilities, backgrounds, beliefs and appearances. Glowrey aims to make everyone feel comfortable.



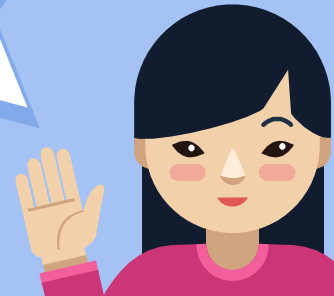
Visitors must sign in to the office

All adults in our school need to sign in to the office.

If you see an adult without a school lanyard / name badge you should let a teacher/ LSO know so they can take that person back to the office to sign in to our visitors' register.

This includes ;

- Parent helpers
- Visitors
- Maintenance people like electricians, plumbers and builders



Responding & Reporting

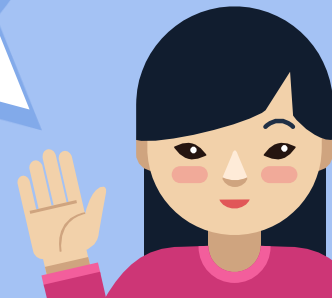
Our teachers as well as other adults will listen to our problems on the yard, in the classroom and if we are having an issue at home. If it is a big problem sometimes other people are called in to help us solve the problem



The Principal and teachers at Glowrey Catholic Primary School understand that it is important for all students to feel safe.

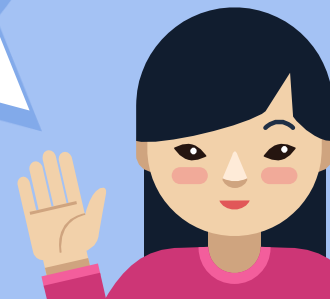
If you don't feel safe at school you can....

- let the teacher know you want to talk.
- ask a senior gr 6 student on the yard
- tell the teacher on yard duty
- tell your class teacher or Learning Support Officer (LSO)
- tell a buddy
- let the office know there is an adult without a lanyard/ name badge



If you don't feel safe out of school you can...

- Talk to one or both of your parents/ carers
- Tell a trusted adult on your safety network
- Call the Kids Helpline
- Tell a staff member at school



Posters around the school teach us all about child safety and how to ask for help.

We want children and young people to FEEL SAFE AND BE SAFE

Everyone who works here will do their best to make sure that you:

- It is never OK for anyone to hurt you.
- feel comfortable
- feel cared for
- feel safe
- are safe

If you are not happy with something that is happening here or there is something you are worried about, we want you to tell someone you trust.

You can tell someone who works here.

You can also tell someone who looks out for you, like your mum or dad, a carer or a teacher.

We will try as hard as we can to fix any problem or worry that you have.

We will always treat what you tell us seriously, no matter how old you are.

We will always listen to you.

Australian Catholic Education Foundation
safeguardingchildren.com.au

We want children and young people to TELL US WHAT THEY THINK

We are really interested to hear what you think about the programs and activities that we offer children and young people.

From time to time, we will ask you about what you think.

Tell us the things you like... and don't like.

At any time, it is OK for you to tell us if you are not happy with something that is happening to you or there is something you are worried about.

You can also bring a support person with you to talk with us.

With your ideas, we can make our programs better for others just like you.

We will always take what you tell us seriously, no matter how old you are.

If you are still worried or not happy, then you can talk to one of the people who work here.

We will try as hard as we can to fix any problem or worry that you have.

They will help you.

Australian Catholic Education Foundation
safeguardingchildren.com.au



Everyone should feel safe

If you don't feel safe at school or anywhere else – tell an adult you trust.


They will help you

vic.gov.au/protect



Code of Conduct

<https://docs.google.com/document/d/1rvBOtiuJSe86wAloa16euA4SxxbrnRk0LZvIhQ3ta1A/edit?usp=sharing>

 GLOWREY CATHOLIC PRIMARY SCHOOL	
Child friendly 'Code of Conduct'	
Introduction	Glowrey Catholic Primary School Child-friendly edition of our Code of Conduct (Date)
Introduction	<p>What is a Code of Conduct?</p> <p>A Code of Conduct helps all adults at Glowrey understand what is acceptable behaviour and what is unacceptable behaviour.</p> <p>All adults at Glowrey have to follow the Code of Conduct to keep all of our students safe and free from harm.</p>
Acceptable adult behaviours	<p>What can adults do at Glowrey to make you feel safe and free from harm?</p> <ul style="list-style-type: none"> ★ Helping children on yard duty ★ Using friendly language and actions ★ Helping kids when they need help in the class ★ Taking care of children and making sure there are no hazards ★ Being calm with the children ★ Listening to children and their needs/problems ★ Being respectful and smiling to make kids feel happy ★ Being there for kids when they feel scared or worried about something
Acceptable student behaviours	<p>What can students at Glowrey do to make sure that other students feel free and safe from harm?</p> <ul style="list-style-type: none"> ★ Use a tone that is friendly ★ Helping each other out when they need ★ Being kind, listening to other kids ★ Include other kids in your games ★ Choosing actions that are kind and safe ★ Following our school rules
Actions	<p>What can students do if they do not feel safe or they notice someone else is not safe?</p> <ul style="list-style-type: none"> ★ Talk to a teacher in the class or on yard duty ★ Talk to friends that we trust ★ Talk to the lady and Mrs Diagono ★ Talk to Mum or Dad or another trusted adult or family member

Child Safe Policy



Child Friendly edition of Child Safe Policy

Policy Title	Glowrey Catholic Primary School Child-friendly edition of our Child Safety Policy (Feb 2020)
Introduction	<p>What does our school value and why is child safety important in our school?</p> <p>At Glowrey Catholic Primary School, the care, safety and wellbeing of children and young people is the most important responsibility.</p>
Purpose	<p>Why do we have a policy?</p> <p>Glowrey Catholic Primary school has a policy to help us all understand our role in keeping children safe. It provides an outline of the policies, procedures and strategies developed to keep students safe from harm, in our school environment, on campus, online and in other locations provided by the school.</p>
Principles	<p>What are the important ideas that guide our actions?</p> <p>Key principles of Glowrey's commitment to child safety:</p> <ul style="list-style-type: none"> • All students deserve to be safe and free from any harm • All students have the right to learn in a safe environment • All students should feel safe to raise any concerns, especially when they do not feel safe • All adults in our school have a responsibility to care for children and young people, promote wellbeing and protect them from any harm • These policies and codes of conduct are based on honest, respectful and trusting relationships between adults and children • These policies help us to meet legal requirements • These policies ensure that confidentiality is extremely important to all involved. This means keeping your information private and only sharing information in order to protect children and keep them safe from harm. Information will only be shared to relevant staff or services.
Policy commitments	<p>What pledges do we make to our school community?</p> <p>At Glowrey Catholic Primary School, the care, safety and wellbeing of children and young people is the most important responsibility.</p>
Expectation of our school staff	<p>Why do we have a Code of Conduct for adults working in our school?</p> <p>We have a Code of Conduct for all adults at our school so that everyone who enters Glowrey knows what is acceptable behaviour. This helps us to make sure our students are safe.</p>
Student participation	<p>How are students involved in child safety discussions and planning for improvements in our school?</p> <p>We have created a Child Friendly 'Code of Conduct' with the students so that they understand what is acceptable and unacceptable behaviour by adults who work within our school.</p> <p>We have posters around the school that remind students about their right to feel safe and what to do if they ever feel unsafe in our school.</p>

<https://docs.google.com/document/d/1g2mcUtkgK3lk-0QKk8ZpdC1AepuBFG6rj03K-KuoB2M/edit?usp=sharing>