



## CHILD SAFE CODE OF CONDUCT FOR HOMESTAY PROVIDERS

Mill Park Secondary College is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

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, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

Mill Park Secondary College will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of Mill Park Secondary College will also provide information and support to enable the Code of Conduct to operate effectively.

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

### ACCEPTABLE BEHAVIOURS

Homestay providers are responsible for supporting children by:

- Upholding the school's statement of commitment to child safety at all times.
- Treating students with respect 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 students with culturally and/or linguistically diverse backgrounds
- Reporting any allegations of child abuse or other child safety concerns as per the agreed College process.
- Understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
- If child abuse is suspected, ensuring as quickly as possible that the student(s) is safe and protected from harm.

### UNACCEPTABLE BEHAVIOURS

Homestay providers must not:

- Ignore or disregard any concerns, suspicions or disclosures of child abuse
- 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
- 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 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.



# PROTECT

**Everyone has the right to be safe and be protected from abuse.**

No one should behave in a way that makes you feel unsafe or afraid, including anyone in your family, anyone at school or anywhere else in the community.

Tell a teacher or any adult at your school if you feel unsafe.

**For Students, please call:  
1800 551 800 (Kids Helpline)  
In an emergency, always contact 000 for emergency services**



**It's everyone's responsibility.**

Adults at school must listen and respond to concerns about child abuse.

If you suspect abuse of any child or young person, you have a responsibility to report it, even if you are not sure.

**Further information & resources**

[www.education.vic.gov.au/protect](http://www.education.vic.gov.au/protect)

**For Parents**

**1800 991 099 (Child Wise Helpline)**

**131 278 (Child Protection  
Crisis Line)**

**1300 138 180 (Child First)**



## Responding to Incidents, Disclosures and Suspicions of Child Abuse for International Students

### Critical Action

**Report all incidents, suspicions and disclosures of child abuse as soon as possible.**  
**Failure to report physical and sexual child abuse may result in a criminal offence.**

Ensure the child is safe  
Move alleged victim to a place of safety  
Administer first aid if required  
Call 000 for urgent medical or Police assistance  
Identify the College Principal as the contact person for the student

### CONTACT THE COLLEGE PRINCIPAL

#### CONTACT INFORMATION

College Principal	Ms Trish Horner	+613 9409 8222	+61 413 186 314
Senior Campus Principal	Mr Colin Burke	+613 9409 8222	+61 409 405 614