

Cornish College Community - Code of Conduct

1. Purpose

Cornish College is committed to ensuring a respectful school that is safe, positive and supportive for all members of the College community.

This Code of Conduct sets out the standards expected of members of the College Community regarding their behaviour and conduct whilst at the College, representing the College or when communicating with other College Community members or on behalf of the College.

2. Scope

This Code of Conduct applies to all members of the Cornish College community (including parents/guardians and College Associations, such as, Parents' Association and Cornish Collegians Alumni). The application of this Code is not limited to conduct at the College. It extends to all functions, events and online communications when representing or acting on behalf of the College.

3. Principles of this Code

3.1. We are committed to the core values of respect, compassion, integrity and responsibility

It is expected that those bound by this Code will:

- treat others with dignity and respect
- conduct themselves as an appropriate role model and maintain high standards of personal conduct at all times
- never unlawfully harass, bully, victimise or discriminate against any person (adult or student) on the basis of personal attributes including aboriginality, ethnicity, disability, age, gender, race, religion, political affiliation, marital status or sexual preference
- not tolerate behaviour that a reasonable person would consider offensive, intimidating, humiliating, aggressive, threatening or abusive
- acknowledge and respect the authority of the College Board and Principal
- use all of the College's systems and equipment appropriately and observe the acceptable and appropriate use of all electronic and digital devices
- never treat anyone unfavourably because they have brought a genuine complaint of improper behaviour.

Unacceptable conduct includes, but is not limited to:

- theft, fraud or misappropriation or misuse of College funds or resources
- any form of physical violence including fighting, assault or threats of violence
- the use of inappropriate or profane (swear) words or gestures and images
- smoking within the College precinct or within a radius of the College's operation.
- consuming alcohol within the College precinct or at College sporting or other events (unless approved by College Principal)
- attending College social, sporting or other functions as a representative of the College while affected by adverse effects of alcohol or illicit drugs (thereby placing the individual and others at risk)
- touching, handling, pushing or otherwise physically engaging with students or others in a manner which is not wholly necessary.
- developing a "special" relationship with a child or young person that could be seen as favouritism or inappropriate
- social or professional visits to another student in his or her home without consent of the student's parents
- using College IT systems, email data base, social network or similar technology for inappropriate purposes, including, but not limited to, harassment, bullying or victimisation of others.

3.2. We are committed to child safety

It is expected that those bound by this Code will also support the safety, participation, wellbeing and empowerment of children by:

- complying with the Cornish College Child Safe Policy and upholding the statement values which includes zero tolerance for child abuse
- taking all reasonable steps to protect children from abuse
- promoting the cultural safety, participation and empowerment of all children, particularly Aboriginal children, children with a disability and children with racial, ethnic, linguistic, same-sex attracted, intersex or gender diverse backgrounds
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another
- reporting any child safety concerns to the College Principal or leadership team
- quickly ensuring children are safe in the event that an allegation of child abuse is made.

If you believe a child is at immediate risk of abuse phone 000.

3.3. We respect and maintain confidentiality and privacy

It is expected that all members of the College community will:

- only share private or confidential information held by the College, either online or otherwise, to other staff or members of the College community where it is legitimately required for them to undertake their role
- collect, use, maintain and destroy information, particularly personal or sensitive information, in accordance with legislation and applicable College policy
- never disclose any information about Cornish College that is not already public knowledge without the appropriate authority to do so.

3.4. We comply with the requirements of the law, this Code of Conduct and all College policies and procedures

It is expected that all members of the College community will comply with all relevant laws, regulations, and College policies and procedures. Any actual or suspected breaches of this Code, any law, regulation, policy or procedure should be honestly reported.

4. Reporting breaches of this code of conduct

Any concerns about the conduct covered by this policy should be raised with the College Principal or a member of the College Executive Leadership Team.