

Practice and Behaviour Standards

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Introduction

Exceptional situations may exist in which certain elements of these standards do not apply, such as where a child's immediate safety takes priority over the requirements of this document (for example, a student may not be collected by a parent or carer after an excursion/school event and it is therefore safer to transport that student in a private vehicle to the School's boarding house or directly to their residence). Likewise certain programs (such as Outdoor Education, Power of 9 and Performing Arts) may also require a tailored set of strategies given the nature of their ertahesra (t)T(t)Tbe0.009 Tc 0.01-27.747 -1.73321-13 (i)-13.7t(e)11.6 (1]T0 T3.6 (t o(1]Tde)11.tsor)3.6i(n t)2.d(1]Tde)11.6

The School communicates its Practice and Behaviour Standards to staff by:

- requiring all staff to sign their assent to these documents during the induction process (no one is permitted to work or engage with children or young people until this process is complete);
- reminding staff of our [Practice and Behaviour Standards](#) regularly; and
- inviting staff to contribute to reviews of this document.

The School will clearly communicate alterations to our practice and behaviour requirements and resources whenever they are made.



Document name and version:

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- attend any school-related function, event, program or service while under the influence of alcohol, except where the event is sanctioned by the School and alcohol is provided (e.g., beginning/end of year events, staff gatherings);
- consume alcohol to excess at work-related functions, events, programs or services;
- possess or consume illegal drugs or alcohol during the course of their regular work;
- be incapacitated by any other legal drug such as prescription or over-the-counter drugs; or
- supply alcohol or drugs (including tobacco) to children or young people.

Use of legal drugs (other than alcohol) is permitted where such use does not interfere with or impair your ability to care for children involved in our programs and services. If a staff member has concerns that a prescribed medication may affect their work performance or ability to fulfill regular work duties, they must speak with their manager or supervisor.

School staff are expected to model the responsible consumption of alcohol.

Dress code and identity cards

Providing a consistent 'brand' enables children and young people to identify and recognise school staff, contractors and volunteers, which contributes to their safety and wellbeing. Our staff should wear their uniform (where one is provided) and their Hutchins branded identification badge or card while involved in the delivery of our programs, or as required by the School, such as when representing the School at designated functions, or to and from work.

Giving gifts Drogr.3 (v)-2.6 (ol)-.6 0.002 Tw[(as)-2.0 Tw 4.5(ent)1.9o ()13.4(0 (t)4.l)12



Sexual and physical conduct



Professional boundaries

All School staff must consider the appropriateness of their relationships and interactions with students.
Relationships between students and staff are never equal, regardless of the position that the staff member holds.
While staff hold varying positions throughout the School that alter the nature of the staff/student relationship, every



services. Staff who witness or are concerned by the inappropriate behaviour of others should report those concerns through the [Inappropriate Conduct Report Form](#) (which may be used anonymously). The School will respond to any alleged breach in accordance with the [Mandatory Reporting](#) and [Complaints and Grievances](#) policies.

Investigations and disciplinary action

Where it is suspected that a relationship between a staff member and student contravenes these professional boundaries, the School will conduct an investigation. Any investigation by the School will take into account:

- the role and employment agreement of the staff member;
- the age difference between the staff member and the past student;
- the emotional and social maturity of the past student;
- the vulnerability of the past student;
- evidence regarding the nature of the relationship between the staff member and student, including the closeness, dependence, significance and length of the relationship in the educational setting; and
- any other conduct that may impact upon the staff member's good character and/or fitness to maintain their role and/or position during the professional relationship with the student.

The School is responsible for making a determination as to whether a staff member has fallen short of its [Code of Conduct](#), these [Practice and Behaviour Standards](#) and their obligations toward safeguarding children. Where the School suspects that a staff member has contravened the law, the matter will be referred to the appropriate authorities (as outlined in the Mandatory Reporting policy) for further investigation.

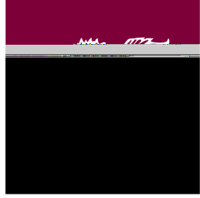
The School will determine what internal consequences are appropriate. The final decision regarding such matters rests with the Headmaster.



Use of digital media

When communicating with children and young people to whom we provide services, staff and volunteers must:

- restrict that communication to issues directly associated with delivering the School's programs and services (such as advising that a scheduled event is cancelled, or feedback in relation to school work);
-







Co-curricular activities

Overnight stays and sleeping arrangements

Overnight stays may only occur with the authorisation of the relevant Head of School and the parents/carers of the children or young people involved. Practices and behaviour by staff during an overnight stay must be consistent with the practices and behaviour expected during delivery of the School Term ()TjETEMC BT6 (t4.e2 (-9 0 BDC 12.6 (s)-2.4 (d be)13.

Supporting/related documents

[Children's Services Transportation Policy](#)

[Commitment to Kindness](#)

[Gifts and Benefits Policy](#)

[Inappropriate Conduct Report Form](#)

[Mandatory Report Notification Form](#)

[Safeguarding Children and Young People Policy](#)

[Social Media Policy](#)

[The Hutchins School Code of Conduct](#)

External documents and legislation

Children, Young Persons and their Families Act 1997 (Tas)

Registration to Work with Vulnerable People Act 2013 (Tas)

National Quality Standard for Early Childhood Education and Care and School Age Care (Cth)

Record keeping

