EREA Code of Conduct

Preamble

Since 1872, Catholic Schools in the Edmund Rice Tradition have been educating young Australians in every Australian State and Territory. Edmund Rice Education Australia Schools aim to offer a Liberating Education, based on a Gospel Spirituality, within an Inclusive Community committed to Justice and Solidarity.

The Code of Conduct provides overarching behaviours and standards which we hold ourselves accountable to which are operationalised within the respective governing bodies.

Purpose

Definitions

These are overarching definitions, which should be read in conjunction with state and jurisdictional instruments. For the avoidance of doubt,04 0 0 11.32 nnlninrid i(v)-6.9 -9.gu-0.004 lnitvdd-0.9 (n)--9. (u)-6.(t)-3.3 (i)-12

Term	Definition

Term

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Principal	The appointed Principal of an EREA School, and equivalent role in Flexible Schools.
Procedural Fairness	Following a process that is neutral, unbiased and respectful to the rights of person(s) involved in an investigation. Principles of procedural fairness include the: • right to be heard • right to be treated without prejudice • right to be informed of allegations being made • opportunity to respond right to enquire about the status of the issue or complaint.

Roles and responsibilities

Role	Responsibilities
TEREA	• Ensuring the Code of Conduct is reviewed annually • Updating the Code of Conduct as required • Reviewing compliance with and breaches of the Code of Conduct
EREA Ltd National Executive Director	• Ensuring the Code of Conduct is implemented Reporting to the respective Board on compliance with and breaches of the Code of Conduct
Governing Boards	• Adopting the Code of Conduct for implementation in their respective EREA Schools • Reviewing EREA School compliance with and breaches of the Code of Conduct
Governing Body Chief Executive Officers	•

Student Behaviour Education

Student behaviour education practices in EREA Schools aims to facilitate the development and experience of responsible self-discipline amongst Students and to promote the well-being, safety and effective management of EREA School Student communities.

All members of the EREA Community must:

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Student Physical Intervention: Risk Assessment and Response

Any physical intervention involves some risk of injury. This risk must be considered against the risks involved in failing to physically intervene when it may be warranted. Intervention may be warranted when a Student, other Students, a member of the EREA Community a third party is in danger of Harm or in imminent danger of Harm. Such interventions may be employed as a measure of last resort to ensure safety and protection in instances of:

- a Student attacking a member of the EREA Community or a third party
- a Student attacking another Student.
- Students physically fighting
- a Student causing, or at risk of causing an injury to themselves or others
- a Student misusing dangerous materials, substances or objects likely to cause Harm
- a Student placing themselves, deliberately or inadvertently, in a dangerous situation
- a Student being attacked by a third partyi o ot

Child Safe Code of Conduct Breaches and Reporting

All members of the EREA Community must ensure that their mandatory reporting obligations are met in accordance with legal compliance requirements and in accordance with the EREA Ltd, Subsidiary Entity and relevant EREA School's Policy and procedures for Responding to and Reporting Allegations of Child Abuse within the EREA Ltd, Subsidiary Entity or relevant EREA School's Child Safeguarding Program.

EREA Community Members with concerns about conduct which falls below the standards of the Child Safe Code of Conduct:

- are to ensure, as quickly as possible, that the Student involved is safe from Harm
- are to call the Police (phone 000) if there are immediate concerns for the Student's safety
- must report any allegations of child abuse and concerns about child safety, including actual or perceived breaches of this Child Safe Code of Conduct to the EREA Ltd, Subsidiary Entity or relevant School's Child Safety Officer, as applicable to the circumstance, and to the relevant State or Territory Child Safeguarding Authority.

The above requirement includes any concerns that Grooming, Sexual Misconduct or a Sexual Offence may have been, or has been committed against a Student, or that a Student has been the subject of Harm.

General Code of Conduct

Care for Colleagues

In the spirit of nurturing individual and collective wellbeing, all members of the EREA Community are required to:

- proactively contribute to an atmosphere of respect, courtesy, trust, collegiality, collaboration, and open communication
- recognise and respect the individual potential, professional practice and skills of colleagues
- encourage openness and tolerance amongst colleagues
- use constructive methods for resolving any conflicts that arise with colleagues
- respect the principles of natural justice and procedural fairness when dealing with complaints against colleagues
- not engage in behaviours against colleagues which are, or might objectively be perceived to be Discrimination, Workplace Bullying or Sexual Harassment.

Use of Technology

All members of the EREA Community are required to comply with their relevant entity Technology Policies, in particular:

- refraining from inappropriate use of Technology
- observing copyright regulations
- observing licensing terms and conditions relevant to the Technology
- observing confidentiality of information when using Technology
- proactively guarding against online fraud, scams, phishing and other viral attacks when using Technology
- securely protecting user names, passwords, software and hardware
- respecting Student privacy and not posting online information about a Student that may identify them (such as their name, age, contact details) without appropriate School approval and written parental/guardian consent
- not engaging in Sexual Misconduct, Grooming, Sexual Harassment, Sexual Offences, Workplace Bullying or Discrimination using Technology
- not bringing themselves or EREA into disrepute by inappropriate online behaviours.

Drugs, Alcohol and Tobacco

EREA Community member lifestyle and personal conduct may have an adverse effect on their personal, professional, EREA's reputation.

All members of the EREA Community must consciously act to maintain their personal and professional integrity on occasions when alcohol, legal drugs, Illegal Drugs and tobacco may be present.

If EREA Ltd, a Subsidiary Entity or an EREA School suspects, on reasonable grounds, that a member of the EREA Community is performing duties under the influence of Illegal Drugs or alcohol they may be required
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Implementation

EREA Ltd, the Governing Bodies and EREA Schools are required to implement the Code of Conduct.

The Code of Conduct is to be implemented through a combination of:

- induction, ongoing professional development and training for all members of the EREA Community
- development of EREA Ltd, Subsidiary Entity and EREA School child safety standards
- development of EREA Ltd, Subsidiary Entity and EREA School Policies and procedures
- education and information for Students and parents/guardians
- effective communication of incident management notification procedures
- effective record keeping procedures
- an ongoing process of review and improvement.

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Code of Conduct Breaches

EREA Ltd, the Subsidiary Entities and EREA Schools are required to monitor breaches of the Code of Conduct.

Perceived or actual breaches of the Code of Conduct have the potential to cause harm to children and others as well as disrespect the dignity and wellbei (eSg w)3.1 (1d[o)i)5.1 (a)-4 (s)-7.6.L36 -0.cv 0 Td[.36 -0.c(s)-7.6. (m)2.9 6.1 (w

Procedures for Addressing Complaints

The EREA Complaints Policy applicable to EREA Ltd and each Governing Body details the procedure for addressing complaints made by external parties.

The applicable policies and procedures relevant to the complaint detail the procedure for addressing complaints made by EREA Community Members.

Queries

Questions, comments or concerns about the Code of Conduct or its application should be addressed to:

- the Principal or Deputy Principal for EREA School Community members
- the Governing Body Chief Executive Officer for their respective Community members
- the EREA Ltd National Exec -0.002 Tw 20.069-7.1(fh)-6.1 (pt-1.47 Td€29-7.1(fhy)]TJ0 Tc 0 mw [N)-5.6a82 (u7.9 (v)-9.9 C291

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