



## Prohibitions related to Behavior of a Sexual Nature

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### Preamble

The following document has been informed by the Victorian Teaching Profession Code of Conduct and modified in response to Amendments to the Crimes Act and recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse. It outlines specific prohibitions and recommendations for appropriate behavior related to conduct considered to be of a sexual nature.

### Introduction

All Geelong College employees' interaction with students must be ethical and professional at all times.

Geelong College staff must not engage in the following conduct or behaviours with a Geelong College student at any time, either during or outside school hours.

### Definitions

For the purposes of this document, a "Geelong College student" includes any student that is currently enrolled at the College or that the College is hosting, including students on exchange and from visiting schools.

Conduct considered to be of a sexual nature includes, but is not limited to, the following types of behaviour:

- inappropriate touching of students
- remarks or actions of a suggestive or sexual nature (eg inappropriate comments about a student's appearance, kissing)
- overtly sexualised behaviour
- obscene gestures
- language or jokes containing sexual references
- inappropriate conversations of a sexual nature
- comments that express a desire to act in a sexual manner
- personal correspondence (including electronic communication) with a student in respect of the employee's personal or sexual feelings for a student
- exposure of students to sexual material, other than in the case of prescribed curriculum material in which sexual themes are contextual
- exposure of pornographic material to students
- directing students to internet sites which display pornographic material
- expressing romantic feelings towards a student in any way
- flirtatious behaviour directed at a student
- dating a student
- undressing in front of students
- initiating or permitting a student to inappropriately touch an employee

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- watching students in a change room
- oral or penetrative sex

**Behaviour Expectations:**

- *Always leaving your door open*
- *Avoiding being with a student in a one-on-one, out of sight situation*
- *Never touching a student when in a one-on-one out of sight situation*
- *Avoiding spending significant time alone with a student other than to perform one's professional duties*
- *Driving students in a private vehicle without the knowledge and consent of parents, except in an emergency*
- *Not presuming that a hug or a touch is acceptable to a particular student*
- *Being sensitive and respectful to a student who responds uncomfortably to touch*
- *Avoiding touching a student anywhere other than the hand, arm, shoulder or upper back*
- *Reporting all matters of concern to someone in authority*
- *Referring a troubled student to a College Counsellor and advising a member of the Executive team of having done so*
- *Documenting any issues of concern as they occur*

Any allegation or suspicion of sexual impropriety with a student must be immediately reported to the Principal.

**Requirements of Staff**

Should a College employee be in any doubt as to whether any type of behaviour is inappropriate, he or she should seek guidance from a member of the College's Executive team.

It is important that all employees do not, unless there are specific work-related reasons, provide or exchange personal information such as telephone numbers or addresses with any student. Where personal information is exchanged with the student, the reason for the exchange of the information should be clear to the student and parents. Employees should document the reason for the exchange of such personal information.

All employees must be clear about the type of professional relationship they develop with students and must sensitively but firmly discourage and reject any advances of a sexual nature initiated by a student. Should such a situation arise, employees must report the instance immediately to a member of the Executive team to assist them in managing the situation. Employees should avoid contact with the student where reasonably practicable (especially any one-on-one contact) until such time as there has been consultation with the member of the Executive team as to how the situation should be managed. Staff should also make a report to the member of the Executive Team if they suspect there is a reasonable risk a student may make an advance of a sexual nature, even though an incident has not yet occurred.

It is a firm condition of all employees' employment by the College that, should he or she suspect a colleague of breaching this policy, the employee must immediately report the matter to a member of the Executive team. Depending on the circumstances, failure to do so may result in disciplinary action being taken against the employee including termination of employment.

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The Victorian Teaching Profession Code of Conduct must be adhered to at all times in respect of personal and professional conduct. Geelong College teachers are required to:

- read the Code
- sign a document confirming that they have read the Code
- note that a breach of the Code will be considered serious misconduct and be subject to disciplinary action
- complete the on-line Mandatory Reporting Training Module annually

The VIT Code of Conduct and Mandatory Reporting legislation are supplemented by the College based set of guidelines outlined above.

It should be noted that it is a serious crime for an employee to have sexual relations with a student from this school who is less than 18 years of age, even if the student has consented.

Furthermore, it is a condition of employment at The Geelong College that an employee may not engage in sexual conduct with a College student of any age even if he or she is over 18 years of age.

**Related Documents:**

- Victorian Teachers Professional Code of Conduct  
<http://www.vit.vic.edu.au/media/documents/imported-files/spl/Code-of-Conduct-2015.pdf>
- Duty of Care Policy
- Mandatory Reporting Policy
- Mandatory Reporting Training Module  
<http://elearn.com.au/det/protectingchildren/external/>