



DCI Safeguarding Code of Conduct Dulwich College (Singapore)

This DCI Safeguarding Code of Conduct:

- makes clear what is required for all staff, third-party suppliers and regular volunteers, gap students or interns, and supports them in their duty to protect the student and the whole school community;
- reduces the risk of false allegations;
- applies in all learning and residential (boarding) contexts. It regulates professional behaviours in school, online, and in other settings where learning activities may take place. All staff must be able to recognise and apply the safeguarding expectations in this Code of Conduct in all contexts.

The core competencies that must be demonstrated through this Code of Conduct are:

1. Place the student at the centre of all that you do
2. Understand possible signs and indicators of abuse and neglect
3. Know how to respond and communicate with students
4. Be persistent in your response to safeguarding needs
5. Understand what might make some students more vulnerable
6. Understand your College Safeguarding policy, related policies and Code of Conduct
7. Know how to share key information safely and who to share it with

If you are a member of staff, this Safeguarding Code of Conduct forms part of your contract of employment. Anyone working at any DCI school, whether in a paid or unpaid role, is expected to adhere to this Code of Conduct and you will be asked to sign and return it as acceptance of your commitment to it.

You are required to comply with the school social media and/or use of images policy.

In relation to Online Learning, staff should specifically mitigate against risks relating

to:

1. Content of Learning: being exposed to illegal, inappropriate or harmful material; for example pornography, fake news, racist or radical and extremist views;
2. Online Contact: being subjected to harmful online interaction with other users; for example exposure to commercial advertising, unregulated or unsupervised online interaction.
3. Conduct and Etiquette: personal online behaviour that increases the likelihood of, or causes, harm; for example inappropriate working environment when delivering online learning in bars or clubs, standard of professional dress, heightened exposure to online bullying.

You must:

- be able to identify situations that may place a member of the school community at risk and know how to deal with such situations;
- maintain the highest levels of personal and professional conduct, face to face and online (only using school approved online platforms):
 - know how to report any knowledge, concerns or suspicions about possible abuse or

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maltreatment;

- understand the importance of safe touch as guided by the College Policy, and be aware of how physical touch may be perceived and/or misunderstood, and whether it is appropriate.
- organise work and the workplace (including the organisation of online-learning) to minimise any potential safeguarding risks; including always being as visible as possible to other adults when working with students face to face, and recording interaction online;
- ensure that any actions or forms of behaviour that are inappropriate or may lead to abuse do not go unnoticed or tolerated;
- respect student's rights and treat them with fairness, honesty, dignity and respect; avoid language or behaviour that devalues the importance of safeguarding.

You must never:

- abuse or maltreat a student (physically, emotionally, sexually, or through neglect);
- use your position to intimidate, bully, threaten, discriminate against, coerce or undermine anyone in the school community;
- behave or communicate with students or adults to build inappropriate relationships in order to abuse or put them at risk;
- give or receive gifts to/from students or their family members or anyone acting on the student's or family's behalf; give special rewards or privileges in an attempt to build inappropriate relationships with students;
- engage in, or attempt to engage in, sexual or inappropriate relationships with students, including the use of suggestive conversations, comments, texting, sharing of inappropriate images/videos, or emails;
- engage with students using online personal communication including but not limited to e-mail, chats, and social networks, except only professional online tools and environments that are sanctioned by the College/School and used in the course of the student's education and welfare;
- record, possess or share indecent images of students;
- sleep in the same room or bed as a student with whom you are working nor invite them into your living area in boarding accommodation;
- do things for students of a personal nature that they can do themselves;
- offer transport in your car to a student without express parental/management permission, except in the case of emergency;
- carry out your duties or volunteering whilst adversely affected by alcohol, solvents or drugs;
- encourage or assist others to break the law in any way; condone or participate in behaviour by students that is illegal, abusive or endangers their safety;
- provide a student with alcohol, drugs or any other illegal substance;
- discriminate against, show differential treatment towards or favour particular students to the exclusion of others.
- expose a student to inappropriate images, films, music and websites, including but not limited to mature content, indecent images (pornography) and violence.

This list is not exhaustive or exclusive. The basic principle is that staff and volunteers must avoid behaviours that may be inappropriate or potentially abusive towards students.

This Code of Conduct is reviewed annually by the DCI Chief Education Officer, the DCI Safeguarding



Dulwich College (Singapore) Pte. Ltd.
71 Bukit Batok West Avenue 8, Singapore 658966
T (65) 6890 1000

CPE Registration Number: 201027137D
Period of Registration: 09 January 2020 to 08 January 2024
<https://singapore.dulwich.org/>

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Consultant and the DCI Designated Safeguarding Leads.

DECLARATION:

I acknowledge that I have read and fully understand DCI Safeguarding Policy and Competencies (as found in [Dulwich ConnectED](#)), and promise to strictly follow the rules and guidelines in this DCI Safeguarding Code of Conduct (as may be updated from time to time) as a condition of my providing services to the students and staff of Dulwich College (Singapore).

In addition, I will:

- comply with the mandatory reporting regulations of DCI to report suspected student abuse.
- co-operate fully in any investigation into the abuse of a student or students.

My signature confirms that I have read this DCI Safeguarding Code of Conduct and that, as a person working with students, I agree to follow these standards.

I understand that any action inconsistent with this DCI Safeguarding Code of Conduct or failure to take action mandated by this DCI Safeguarding Code of Conduct may result in disciplinary action up to and including termination of my contract with Dulwich College (Singapore).

Name: _____

Signature: _____

Date: _____

This Code of Conduct must be signed and returned on your first day of employment and resigned annually.

August 2020



Cell No. : 7337 2888
Validity : 26/11/2019 - 25/11/2023

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