

Staff Code of Conduct

Dalat International School requires that all adults engage in safe, supportive, and respectful interactions with children at all times. The following outlines appropriate and expected conduct for physical behavior, verbal and digital communication, reporting, and general conduct.

By signing this document, I understand that children have intrinsic value as declared in scripture and deserve our respect, nurture, care and protection. I understand the Bible is clear on warnings towards those who mistreat children. I am committed to treating children fairly regardless of race, gender, age, or religion.

Physical Behavior

1. In my interactions with students I will be careful to reduce potential risk by following the strategies of minimizing isolation, increasing accountability, and balancing power and control.
2. I will avoid one-to-one situations with students that give the appearance of being inappropriate and/or are isolating. I understand that a child should always be given the option of having another adult present.
3. I will notify my administrator and the counseling department when engaged in ongoing counseling relationships with students for accountability and collaboration purposes.
4. I will support and follow the accountability guidelines of the DIS mentoring program.
5. As a person who has engendered trust from a child, I will not tolerate physical, emotional or sexual child abuse or neglect.

The following are examples of appropriate and inappropriate physical behavior:

Appropriate physical behavior includes contact that maintains physical boundaries at all times and only consists of public and nonsexual touches, such as:

- pats on the back or shoulder
- child-initiated hugs
- holding hands to cross campus safely
- support with toileting or changing clothes only with younger children who require assistance

Inappropriate physical behavior is any contact that abuses, exploits, or harasses the child, such as:

- slapping, shaking, pinching, hitting, punching, pushing, grabbing, kicking, spanking, unnecessarily restraining students
- patting the buttocks
- touching private body parts
- intimate/romantic/sexual contact or inappropriate emotional attachment with students
- possessing/viewing/accessing/downloading pornography or involving children in pornographic viewing or activities

Communication

I will use caution and discretion in all verbal, nonverbal, and digital communication with students (including email, text, and all forms of social media, etc.). I will be guided by principles of professionalism and integrity.

VERBAL - Appropriate

- praise and/or positive reinforcement with a pedagogical purpose when used consistently and equally for all children

DIGITAL - Appropriate

- emails with pedagogical purpose and subject to periodic monitoring

VERBAL - Inappropriate

- profanity, sexual innuendo, or risqué jokes
- yelling, threatening, ridiculing, shaming, humiliating, or degrading comments

DIGITAL - Inappropriate

- private messaging via private phone messaging, social media and/or online gaming communities
- allowing access to electronic devices that may expose children to inappropriate content

Reporting

I will immediately report any reasonable suspicion, knowledge and/or disclosure of the following to an administrator or member of the Child Safety Team according to school policy:

- inappropriate behavior between adults and children,
- significant misconduct by students or staff,
- violations of the Child Safety and Personal Protection Policy by students or staff.

General Conduct

1. To the best of my knowledge, I confirm that I have never been accused of, been investigated for, or prosecuted for or convicted of any instances involving any form of abuse or inappropriate behavior with a child.
2. If I personally experience abuse while employed at Dalat, or prior abuse comes to light, I understand that the school will refer me for counseling. If emotional trauma interferes with my ability to cope with living overseas or working at DIS, I will meet with an administrator to arrange for the provision of member care and other follow-up as needed.

Adults will:

- Treat all children with respect and provide safe and supportive interactions that foster children's social, emotional, and academic development.
- Fully cooperate with and participate if needed in any DIS child safety investigation.
- Comply with mandatory reporting procedures for DIS and Malaysia.

Adults will not:

- Engage in any inappropriate behaviors outlined in the Personal Protection Policy.
- Use or be under the influence of alcohol, tobacco, or other drugs in the presence of children.
- Give individual children gifts without the knowledge of the children's caregivers.

My signature confirms that I have read the DIS Child Safety & Personal Protection Handbook. I understand the definitions of harassment and abuse and am familiar with the policies and protocols that all DIS staff should follow. I have read and understood this Code of Conduct and commit to these expectations, regardless of differences in cultural background, family background or personal convictions. I understand that any violation of this Code of Conduct or failure to report any violations of the Personal Protection Policy by staff or students may result in disciplinary action not excluding immediate dismissal from DIS. I understand that DIS will fully cooperate with local authorities, embassies, employers, professional agencies, and sending organizations if allegations of abuse are made, investigated and confirmed.

Printed Name: _____ Signature: _____

Date: _____