



## CODE OF CONDUCT BREACH FORM

**The Executive Directive: Code of Conduct states that all members of the Catholic school community must notify the principal or their delegate of any behaviour that is a possible concern in a breach of the Code of Conduct as soon as possible. This form can be used to report an observed breach of the Code.**

Full Name:

I am a:

Staff Member

Student

Volunteer

Parent/Guardian

Community Member

Prefer not to say

Date of the observed breach that you are reporting:

*day*

*month*

*year*

Please tick which of the Code of Conduct statements you observed being breached:

1. You act safely and competently.

7. You give impartial, honest and accurate information about the education, safety and wellbeing of students.

2. You give priority to students' safety and wellbeing in all your behaviour and decision making.

8. You support all members of the CEWA community to make informed decisions about students.

3. You act in accordance with the values of the Gospel.

9. You promote and preserve the trust and privilege inherent in your relationship with all members of the CEWA community.

4. You conduct yourself in accordance with laws, agreements, policies, directives and standards relevant to your relationship with the CEWA community.

10. You maintain and build on the community's trust and confidence in Catholic schools and the Church.

5. You respect the dignity, culture, values and beliefs of each member of the CEWA community.

11. You act reflectively and ethically.

6. You treat personal information about members of the school community as private and confidential.

12. You give students a voice in their education, safety and wellbeing.



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Please provide all relevant information regarding the breach conduct you observed. Relevant information includes the name(s) of the staff/student(s)/parent(s)/etc involved, the time/date of the breach, the location of the breach. Please include a brief description of the conduct in question.

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By signing the below:

I understand that a breach of the Code may be:

- A disciplinary matter for CEWA (and may result in performance management, formal warning, suspension, demotion or termination in accordance with industrial processes);
- A contractual matter (breach, termination);
- Professional misconduct referred to relevant authorities;
- Reportable conduct referred to relevant authorities;
- A regulatory matter referred to relevant authorities;
- A breach of statute referred to relevant authorities;
- A criminal matter referred to relevant authorities; or
- A civil matter referred for legal advice and remedy.

I further understand that vexatious complaints may face disciplinary action by the principal or CEWA.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_