

Forming lives of faith, hope and love in the light of Jesus Christ



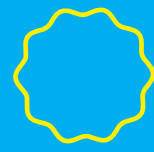
Health, Safety and Wellbeing

We are deeply committed to fostering a workplace that prioritises health, safety and wellbeing for all.



Fitness

We ensure that we have the physical, mental and emotional capacity to carry out our professional responsibilities. We are committed to ensuring that all staff are treated with dignity, courtesy and respect.



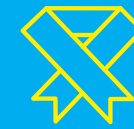
Professionalism

We carry out our roles and responsibilities with reasonable competence, care, skill and judgment.



Child Safety

We recognise that the care, safety and wellbeing of children and young people is central and fundamental to all we do.



Respect and Support

We create a supportive environment for staff, students, parents and carers, and clergy where we act respectfully, fairly and compassionately.



Suitability

We are suitable to work for MACS and to perform our respective roles and responsibilities.



Recordkeeping

We create and maintain accurate, up to date, factual, objective and legible records about our work, our observations, our actions and our decisions.



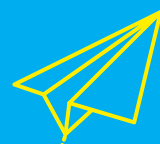
Integrity, Honesty and Transparency

We act with integrity, honesty and transparency.



Communication

We represent MACS in an appropriate professional manner. We do not act in any way that might cause harm to MACS' reputation or standing in the community.



Use of ICT and Social Media

We use MACS resources and systems appropriately. We use social media responsibly and professionally.



Privacy and Information Sharing

We collect, use and disclose personal information in ways that comply with privacy legislation, policies and procedures. We also comply with the Child Information Sharing Scheme, the Family Violence Information Sharing Scheme, and other information sharing schemes.



Reporting

We promptly report anything that does not feel right, or if we are concerned something may be illegal, unethical, unacceptable or improper. This allows us to share concerns and take action.

MACS Code of Conduct

As the Executive Director of Melbourne Archdiocese Catholic Schools (MACS), I am committed to fostering a safe, respectful and nurturing environment entirely reflective of our Catholic mission and identity.

Catholic education is grounded in the belief that each person is made in the image and likeness of God. This enlivens our purpose, 'forming lives of faith, hope and love in the light of Jesus Christ,' a task undertaken every day by over 15,000 MACS colleagues across the Archdiocese of Melbourne.

At the heart of this is our commitment to achieving our vision that every student in our schools is inspired and enabled to flourish and enrich the world. This means that we always seek to provide our young people with the best kind of education possible, one that fosters a formation of the whole person that is deeply and enduringly humanising.

Our MACS Code of Conduct recognises the significant responsibility we all have as adults for the education and wellbeing of the children and young people in our care, and makes clear our expectations for a safe, respectful and nurturing environment for everyone. The Code should

be read in conjunction with our individual contracts of employment.

Whether in a MACS school or office location, being a part of our distinctly Catholic educational community enables us to fan the flames of faith in our students and to enable them to flourish fully.

Together, these elements represent our shared commitment to mission in Catholic education. As we read, understand, and model the behaviours expected of us all in this document, I also ask that you speak up if you witness any behaviour that is not aligned to our MACS Code of Conduct.

I commend your efforts as we seek to uphold all the requirements set out within the Code, as we collectively contribute to the success of MACS by **forming lives to enrich the world.**

Dr Edward Simons – Executive Director

