

Aiming High

Showing Respect

Being Safe

Valuing Community

Child Safe Standard 2

Child Safe Policy for Manor Lakes P-12 College

Purpose

This policy addresses the legislative requirements of Ministerial Order 870 to ensure the school demonstrates its commitment to creating a child safe culture and to raise awareness within the school community of its importance.

Scope

This policy applies to; students, parents and caregivers, college staff including college employees, volunteers, contractors and college council members and is intended to complement other professional and occupational codes.

Policy and Implementation

Manor Lakes College has an overarching document that provides an overview of the key elements of our approach to child safety. We have clearly stated our zero tolerance of child abuse and have detailed child safe processes and procedures that link to existing documents that include mandatory reporting, leadership responsibilities, recruitment processes and practices and risk management. We are committed to cultural safety of Aboriginal children, cultural safety for children from culturally and/or linguistically diverse backgrounds, and provide a safe environment for students with a disability.

In its planning, decision-making and operation Manor Lakes P-12 College will...

uphold the priority of safety, wellbeing and inclusion in children and young people by:

- implementing policies and practices that demonstrate compliance with legislative requirements and cooperation with governments, the police and human services agencies.
- committing to provide regular opportunities to clarify and confirm policy and procedures in relation to child safety and young people's protection and wellbeing. This will include annual training in the principles and intent of the Child Safety Policy and Child Safety Code of Conduct, and staff responsibilities to report concerns.
- taking a preventative, proactive and participatory approach to child safety
- ensuring that all students have the right to a thorough and systematic education in all aspects of personal safety, in partnership with their parents/guardians/caregivers

empower families, children, young people and staff to have a voice and raise concerns by:

- valuing and empowering children to participate in decisions which affect their lives
- fostering a culture of openness that supports all persons to safely disclose risks of harm to children
- working in partnership with families and the community to ensure that they are engaged in decision-making processes, particularly those that have an impact on child safety and protection.
- ensuring that staff, parents/guardians/caregivers, volunteers, contractors, and students feel free to raise concerns about child safety, knowing these will be taken seriously by college leadership.

- respecting diversity in cultures and child rearing practices while keeping child safety paramount

implement rigorous risk management and employment practices by:

- providing written guidance on appropriate conduct and behaviour towards children
- engaging only the most suitable people to work with children and ensure high quality staff and volunteer supervision and professional development
- ensuring children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such issues
- ensuring that all persons involved in situations where harm is suspected or disclosed must be treated with sensitivity, dignity and respect.
- committing to provide regular opportunities to clarify and confirm policy and procedures in relation to child safety and young people's protection and wellbeing. This will include annual training in the principles and intent of the Child Safety Policy and Child Safety Code of Conduct, and staff responsibilities to report concerns.
- reporting suspected abuse, neglect or mistreatment promptly to the appropriate authorities
- sharing information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and
- maintaining appropriate confidentiality, with information being provided to those who have a right or a need to be informed, either legally or pastorally.
- committing to continuously reviewing and improving our systems to protect children from abuse.

This policy is intended to empower and protect our children who are vital and active participants in the school by involving them when making decisions, especially about matters that directly affect them. We will listen to their views and respect what they have to say. We will promote diversity and tolerance, and people from all walks of life and cultural backgrounds are welcome. In particular we will:

- promote the cultural safety, participation and empowerment of Aboriginal children (if applicable)
- promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds
- ensure that children with a disability are safe and can participate equally in all aspects of school life.

The school takes its legal responsibilities seriously, including:

Failure to disclose: Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.

Failure to protect: People of authority will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.

All teachers are **mandatory reporters** and must comply with their responsibilities.

Non-teaching staff have an obligation to report if they form a reasonable belief that a child is at risk of harm.

Related Policies

Duty of Care policy
Incursions/Excursions/Camps policy
Social Media policy
Staff Code of Conduct
Visitors policy
Volunteers policy
Supervision policy
Bullying policy
Student Code of Conduct
Mandatory Reporting policy
Risk Management
Working with Children Checks

Review

This policy was last updated on 8/2/2019 and is scheduled for review in 3 years

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