

Mullauna College

Child Safe Policy

STATEMENT

Mullauna College is committed to child safety.

- We want our students to be safe, happy and empowered. We support and respect all students, as well as our staff and volunteers.
- We are committed to the safety, participation and empowerment of all our students.
- We have **zero tolerance of child abuse**, and all allegations and safety concerns will be treated **very seriously** and consistently with our robust policies and procedures.
- We have legal and moral obligations to contact authorities when we are worried about the safety of our students, which we follow rigorously.
- Mullauna College is committed to preventing child abuse, identifying risks early, and removing and reducing these risks.
- Mullauna College has robust human resources and recruitment practices for all staff and volunteers.
- Mullauna College is committed to regularly training and educating staff and volunteers on child abuse risks.
- We are committed to the cultural safety of Aboriginal students, the cultural safety of students from a culturally and/or linguistically diverse background, LGBTQIA students and to providing a safe environment for students with a disability.
- We have specific policies, procedures and training in place that support our leadership team, staff and volunteers to achieve these commitments.

If you believe a child is at immediate risk of abuse phone 000

PURPOSE

This policy aims to meet the child safety standards set out in Ministerial Order No. 870.

This policy applies to all school environments, including school camps, sporting events, excursions, competitions and other events (including physical and online environments) and aims to achieve a **zero tolerance of child abuse**.

The term child abuse includes:

Any act committed against a child involving;

- a sexual offence; or
- an offence under section 498(2) of the Crimes Act 1958 (grooming); and

The infliction, on a child, of:

- physical violence; or
- serious emotional or psychological harm; and
- serious neglect of a child.

GUIDELINES

This policy is intended to support and empower our students who are vital and active participants in our school. We involve them when making decisions, especially about matters that directly affect them. We listen to their views and respect what they have to say.

This policy guides our staff and volunteers on how to behave with students at Mullauna College. All staff and volunteers must agree to abide by our code of conduct which specifies the standards of conduct required when working with students. All staff and volunteers, as well as students and their families, are given the opportunity to contribute to the development of the code of conduct.

Planning, Prevention and Reporting

1. In the event of the school becoming aware of a breach of the standards, Mullauna College will follow Mandatory Reporting processes.
2. Mullauna College is committed to ensuring that Mandatory Reporting training for all staff is current.
3. In planning, decision making and operations, Mullauna College will:
 - a) Take a proactive and preventative approach to child safety.
 - b) Value and empower students to participate in decisions that affect them.
 - c) Foster a culture of openness that supports all persons to safely disclose risks of harm to children.
 - d) Provide documented guidance on appropriate conduct and behaviour towards students.
 - e) Engage only the most suitable people to work with our students.
 - f) Ensure our students know who to talk to if they are worried or feeling unsafe.
 - g) Value the input of and communicate with, family and carers.

Employment Processes

1. Each job or category of jobs for school staff that involves child connected work must have a clear statement that sets out:
 - a) the job's requirements, duties and responsibilities regarding child safety; and
 - b) the employee's essential or relevant qualifications, experience and attributes in relation to child safety.
2. All applicants for jobs that involve child connected work for the school must be informed about the school's child safety practices (including the code of conduct).
3. In accordance with any applicable legal requirement or school policy, the school must make reasonable efforts to gather, verify and record the following information about a person whom the school proposes to engage to perform child connected work:
 - a) Working With Children Check (WWC) status, or similar check;
 - b) proof of personal identity and any professional or other qualifications;
 - c) the person's history of work involving children; and
 - d) references that address the person's suitability for the job and working with children.
4. The school need not comply with the requirements in step (3) above if it has already made reasonable efforts to gather, verify and record the information set out in steps (3a to 3d), above about a particular individual within the previous 12 months.
5. The school must ensure that appropriate supervision or support arrangements are in place in relation to:
 - a) the induction of new school staff into the school's policies, codes, practices, and procedures governing child safety and child connected work; and
 - b) monitoring and assessing an employee's continuing suitability for child connected work.
6. The school must implement practices that enable the school governing authority to be satisfied that people engaged in child-connected work perform appropriately in relation to child safety.

Managing Visitors to the College

The purpose and/or educational merit of visitors on the school grounds will be monitored.

Mullauna College will:

1. ensure that where required, visitors have the appropriate approvals to work with our students
2. require all visitors arriving and departing the campus during school hours, to use the Compass Kiosk to record their attendance and the person they are visiting
3. Include procedures for assessment and verification of the suitability of visitors to be in a location where our students freely move about, learn and play. The evidence required is generally a Working With Children Check (WWC); however if a visitor's occupation exempts them from the requirement to have WWC e.g. police officers, they must provide evidence to support their claim to an exemption.

EVALUATION

This policy will be reviewed every year, with recommended changes being presented to College Council.

REFERENCES

Victorian Registration and Qualifications Authority found at
<http://www.vrqa.vic.gov.au/Pages/default.aspx>

ENDORSED:

Education Community Committee: 11 October 2016

College Council: 18 October 2016

Date of next review: 2017