



## Child Safe Policy

### Purpose

The child safe environments policy sets out Sunbury College's approach to creating a child safe organisation where children and young people are safe and feel safe. This policy provides the framework for the school's approach to the Child Safety Standards.

This policy applies to all staff, volunteers and members of the College Council. The policy applies across a range of school forums including, but not exclusive to, College Campus, camps, excursions, online and both within and outside of school hours.

### Statement of commitment and principles

We are committed to ensure our staff are well prepared to protect children from abuse and neglect and to support a culture where all children feel, physically and emotionally, safe and healthy.

### Policy and procedures

Policies and procedures outlining the school's approach to the Child Safe Standards are:

#### A child-safe culture

The school's culture encourages staff to raise, discuss and scrutinise concerns making it more difficult for abuse to occur and remain hidden.

The school's plan for creating a child safe culture can be found at the following policies:

- Wellbeing policy
- Engagement policy

#### Personnel understand their roles and responsibilities and the Child Safe code of conduct

School leaders will ensure that each person understands their role, responsibilities and behavior expected in protecting children and young people from abuse and neglect. Staff will comply with the school's code of conduct.

The school's Child Safe Code of Conduct sets out clear awareness of the difference between appropriate and inappropriate behavior.

#### Human resources practices and training

The school applies best practice standards in the recruitment and screening of staff and takes all reasonable steps to ensure it engages the most suitable and appropriate people to work with children. We will ensure that a priority in staff induction, professional development and education programs will be the safeguarding of our children from abuse and neglect. All prospective staff and volunteers are required to undergo a national Criminal History Records check and a valid Working with Children check.

The school's approach to human resources practices that ensure child safety can be found at the following policies:

- Staff Information registers policy



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- Working with Children checks policy

## Reporting a child safety concern or complaint

The school has clear expectations for staff and volunteers in making a report about a child or young person who may be in need of protection. Immediate actions should include notifying the appropriate school leaders of their concerns and the reasons for those concerns.

The school's policy and procedures for reporting a child safety concern or complaint can be found at the following policies:

- Mandatory reporting policy

## Risk reduction and management

The school is committed to ensuring proper risk management processes and preventative measures are in place to identify, assess and address potential risks to children.

The school's approach to Child Safety risk reduction and management can be found at the following policies:

- Inclusiveness policy
- Mandatory reporting policy
- Bullying and Harassment policy

## Listening to children

The school has developed a safe, inclusive and supportive environment that involves and communicates with children, young people, and their parents/care givers. We encourage parent/care giver involvement and engagement that informs school operations and builds the capacity of children and parents/care givers to understand their rights and responsibilities.

## Confidentiality and privacy

Importance is placed on protecting the confidentiality and privacy of information about particular children and their families.

## **Other policies**

Other relevant policies include:

- Wellbeing policy
- Engagement policy

## **Breaches**

Breaches of Duty of Care and Mandatory Reporting Obligations are identified in the specific policies.

## **Policy evaluation and review**

To ensure ongoing relevance and continuous improvement, this policy will be reviewed annually in the context of school self-evaluation undertaken as part of the school accountability framework. The policy was reaccredited in 2018 by School Council and is due for review in 2021.