

## 1 Purpose

Sunraysia Institute of TAFE is committed to the safety, participation and empowerment of all children by identifying and eliminating the risks of child abuse early, and providing a framework for our organisation to ensure children here are safe from abuse. The Institute supports and respects all children, as well as our staff and students, and is committed to the cultural safety of Indigenous children, children from a culturally and/or linguistically diverse backgrounds, and to provide a safe environment for children with a disability.

## 2 Scope

This policy applies to all current and prospective Institute staff, students, contractors, and community members.

## 3 Policy

**3.1** The Child Safe Standards are compulsory minimum standards that apply to organisations that provide services for children in order to help protect children from all forms of abuse. The Standards are one of the outcomes of the Betrayal of Trust Inquiry.

**3.2** Sunraysia Institute of TAFE's commitment to child safety is demonstrated through:

- 3.2.1 Zero tolerance of child abuse with all allegations and safety concerns treated very seriously and consistently via our robust policies and procedures;
- 3.2.2 Rigorously abiding by legal and moral obligations to contact authorities when we are worried about a child's safety;
- 3.2.3 Robust human resources and recruitment practices for all staff, volunteers and contractors;
- 3.2.4 Regular training and education of staff, students and contractors on child abuse risks;
- 3.2.5 Reporting any inappropriate behaviour through appropriate channels, including DHHS and Victoria Police, depending on the severity and urgency of the matter as per the Institute's Child Safe Procedure;
- 3.2.6 Proactively managing risks of abuse to our children, through strategies to identify, assess and take steps to minimise child abuse risks, including those posed by physical environments (e.g. any doors that can lock) and online environments (e.g. no staff or volunteer is to have contact with a child via personal social media).

**3.3** The Institute takes our legal responsibilities seriously, including:

- 3.3.1 **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.

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- 3.3.2 **Failure to protect:** people of authority in our organisation 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.
- 3.3.3 Institute senior secondary teachers (VCAL teachers) who are **mandatory reporters** must comply with their duties i.e. must report to DHHS's Victorian Child Protection Service if they believe on reasonable grounds that a child is in need of protection from physical injury or sexual abuse.

## 4 Definitions

| Acronym/Term        | Definition  |
|---------------------|---|
| Child               | Anyone aged under 18  |
| DHHS                | (Victorian) Department of Health and Human Services   |
| Mandatory reporters | Teachers (in this context specifically teaching senior secondary courses e.g. VCAL); principals; doctors; nurses; police. |

## 5 Legislative Context

- Child Safe Standards – Commission for Children and Young People
- Crimes Act 1958 (Vic) – Section 327
- Crimes Amendment (Protection of Children) Act 2014
- Education and Training Reform Regulations – Schedule 7, Item 4

## 6 Associated documents

### 6.1.1 Associated Policies

- Access and Equity Policy
- Children on Campus Policy
- Criminal Record Checks Policy
- Excursion Policy
- Family Violence Policy
- Information Privacy Policy
- Internet Usage Policy
- Mobile Phone Usage Policy
- Motel Usage Policy
- Occupational Health and Safety Policy
- Public Complaints Policy
- Residences Selection Policy
- Residential Behaviour Policy
- Risk Management Policy
- Staff Code of Conduct Policy
- Staff Complaints and Appeals policy

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- Staff Discipline Policy
- Student Code of Conduct Policy
- Student Complaints and Appeals Policy
- Working with Children Check Policy

#### 6.1.2 Associated Procedures

- Child Safe Procedure
- Staff Complaints and Appeals Procedure
- Student Complaints Procedure
- Student Conduct Breach Procedure

#### 6.1.3 Associated Forms

- Welfare Intake Checklist
- Incident Report

#### 6.1.4 Other associated documents

- Nil.

## 7 Responsibility

The Director Operations is responsible for ensuring compliance with this policy, and its associated procedures and systems.

## 8 Review Frequency

This policy is to be reviewed every two (2) years, and remains in force as amended from time to time, until rescinded.

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**Authorised by:** Board

**Endorsed by:** Governance Committee

**Next review date:** 6/12/2018

**Maintained by:** Frank Piscioneri

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