

VQRA CHILD SAFETY STANDARDS

Children have the right to be safe and protected, including at school.

To create and maintain a child safe organisation, organisations must have:

- strategies to embed an organisational culture of child safety, including through effective leadership arrangements
- a child safe policy or statement of commitment to child safety
- a code of conduct that establishes clear expectations for appropriate behaviour with children
- screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel
- processes for responding to and reporting suspected child abuse
- strategies to identify and reduce or remove risks of child abuse
- strategies to promote the participation and empowerment of children

For registered schools, Ministerial Order No. 870 sets out the specific actions they must take to meet these requirements.

Below is a guide to the suite of documents used by the school in relation to Child Safety Standards. It should be used as a guide to access the documents but should not replace reading the documents themselves. To access each document click the highlighted link.

[Wattleview Primary School Child Safety Policy](#)

[Wattleview Primary School Student Engagement and Wellbeing Policy](#)

[Wattleview Primary School purpose and Values Statement](#)

[CS1 – Child Safety Incident report](#) – form to be used record disclosures or safety concerns as appropriate by school staff, children/parent/carer.

[CS2 – DHHS Child Protection/Police/Child First Report](#) – form to be used by staff for reporting child abuse incident to appropriate authorities.

[CS3 – Child abuse – 4 critical actions](#) – this document sets out the situations under which a staff member must act, and details of steps they may take.

Responding to allegations of child abuse

- Action 1: responding to an emergency- ensuring immediate safety
- Action 2: reporting to the authorities ie. Ambulance/Police & DHHS. Staff must also report to principle/leadership team.
- Action 3: Contacting parents/carers with DHHS/Police permission.
- Action 4: Providing ongoing support
- also: Responding to other concerns about the child's wellbeing ie. contacting 'Child First'.

[CS4 – How to respond to children and parents when an allegation is made –](#)

This resource is designed to provide guidance for staff on what to do if a child discloses an incident of abuse, or if a parent/carer raises a concern or allegation of abuse which may have taken place within the school environments (including all on-site locations and all other locations such as school camps, sporting events, excursions, competitions, and other events, as well as bus travel, and online school environments) both during and outside of school hours.

It also points out the obligations of mandatory reporting and the obligations of all adults in reporting sexual offence involving a minor. In simple terms:

- The “**Failure to disclose**” criminal offence requires **all** adults (18 and over) who hold a reasonable belief that a *sexual* offence has been committed in Victoria by an adult against a child under 16 to disclose that information to police. (unless they have a reasonable excuse not to, for example because they fear for their safety or the safety of another) unless they have a reasonable excuse not to, for example because they fear for their safety or the safety of another)
- **Mandatory reporters:** Doctors, nurses, midwives, teachers, early childhood teachers, Principals and Police must report to **Child Protection** if they believe on reasonable grounds that a child is in need of protection from physical injury or sexual abuse

[CS5 – Child abuse definitions](#) – provides extra detail on child abuse and specifics to report to specific authority.

[CS6 – Contact details and more information for organisations](#) - ie. Police, DHHS, Child first and other support groups for victims.

[CS7 – Synopsis of the four critical actions](#) - in responding to allegations of child abuse

[CS8 –Child Safety Job Categories](#) – This document is a table of staff positions and their requirements regarding child safety as well as the essential or relevant qualifications experience and attributes for each position

[CS9 - checklist](#) of child safety considerations for employee recruitment

[CS10 – Child Safety Action Plan](#)- this document describes the action plan for the school to be compliant with the child safety standards

1. Strategies to embed and organisational culture of child safety - Creating an organisational culture that protects children from abuse:
2. A Child Safe Policy
3. A Child Safety Code of Conduct
4. School staff selection, supervision and management practices for a child-safe environment
5. Procedures for responding to and reporting to allegations of suspected child abuse
6. Strategies to identify and reduce or remove risks of child abuse
7. Strategies to promote child empowerment

[CS11 – School Behaviour Code of Conduct Table](#) – table describes list of student behaviours and relevant response by appropriate staff member. Items relevant to child safety standards are highlighted in red.

[CS12 - Resources for parents](#) - to use at home (to teach children about child abuse)

[CS 13 - Child Safety Standards](#) at Wattleview Primary School

[CS 14 – List Child Safety Documents and Resources](#) –