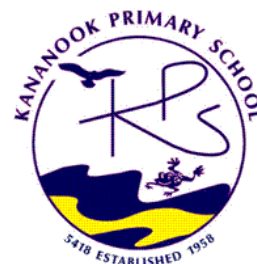


Kananook Primary School

Child Safety Policy



Help for non-English speakers



If you need help to understand this policy, please contact the school office on 9786 6066

Purpose

The Kananook Child Safety Policy demonstrates our school's commitment to creating and maintaining a child safe and child-friendly organisation, where children and young people are safe and feel safe.

This policy provides an overview of our school's approach to implementing [Ministerial Order 1359](#) (PDF, 363KB) which sets out how the Victorian Child Safe Standards apply in school environments.

It informs our school community of everyone's obligations to act safely and appropriately towards children and guides our processes and practices for the safety and wellbeing of students across all areas of our work.

Scope

This policy:

- applies to all school staff, volunteers and contractors whether or not they work in direct contact with students. It also applies to school council members where indicated.
- applies in all physical and online school environments used by students during or outside of school hours, including other locations provided by for a student's use (for example, a school camp) and those provided through third-party providers
- should be read together with our other child safety and wellbeing policies, procedures, and codes – refer to the related school policies section below.

Background Information:

Kananook Primary School is committed to the safety and wellbeing of all children and young people. Ministerial Order 1359 provides the framework for child safety in schools. It replaces Ministerial Order 870. Detailed information can be found at the following link:

<https://www.vic.gov.au/new-child-safe-standards-schools>

Definitions

The following terms in this policy have specific definitions:

- child
- child safety
- child abuse
- child-connected work
- child-related work
- school environment
- school boarding environment
- school staff
- school boarding premises staff
- school governing authority

- school boarding premises governing authority
- student
- volunteer.

Statement of commitment to child safety

Kananook PS is a child safe organisation which welcomes all children, young people and their families.

We are committed to providing environments where our students are safe and feel safe, where their participation is valued, their views respected, and their voices are heard about decisions that affect their lives. Our child safe policies, strategies and practices are inclusive of the needs of all children and students.

We have no tolerance for child abuse and take proactive steps to identify and manage any risks of harm to students in our school environments.

We promote positive relationships between students and adults and between students and their peers. These relationships are based on trust and respect.

We take proactive steps to identify and manage any risk of harm to students in our school environment. When child safety concerns are raised or identified, we treat these seriously and respond promptly and thoroughly.

Particular attention is given to the child safety needs of Aboriginal students, those from culturally and linguistically diverse backgrounds, international students, students with disabilities, those unable to live at home, children and young people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex and queer (LGBTIQ+) and other students experiencing risk or vulnerability. Inappropriate or harmful behaviour targeting students based on these or other characteristics, such as racism or homophobia, are not tolerated at our school, and any instances identified will be addressed with appropriate consequences.

Child safety is a shared responsibility. Every person involved in our school has an important role in promoting child safety and wellbeing and promptly raising any issues or concerns about a child's safety.

We are committed to regularly reviewing our child safe practices, and seeking input from our students, families, staff, and volunteers to inform our ongoing strategies.

Roles and responsibilities

School leadership team

Our school leadership team (comprising the principal, assistant principal and learning specialist) is responsible for ensuring that a strong child safe culture is created and maintained, and that policies and practices are effectively developed and implemented in accordance with Ministerial Order 1359.

Principals and assistant principals will:

- ensure effective child safety and wellbeing governance, policies, procedures, codes and practices are in place and followed
- model a child safe culture that facilitates the active participation of students, families and staff in promoting and improving child safety, cultural safety and wellbeing
- enable inclusive practices where the diverse needs of all students are considered
- reinforce high standards of respectful behaviour between students and adults, and between students
- promote regular open discussion on child safety issues within the school community including at leadership team meetings, staff meetings and school council meetings
- facilitate regular professional learning for staff and volunteers (where appropriate) to build deeper understandings of child safety, cultural safety, student wellbeing and prevention of, and responding to abuse

- create an environment where child safety complaints and concerns are readily raised, and no one is discouraged from reporting an allegation of child abuse to relevant authorities.

School staff and volunteers

All staff and volunteers will:

- participate in child safety and wellbeing induction and training provided by the school or the Department of Education and Training, and always follow the school's child safety and wellbeing policies and procedures
- act in accordance with our Child Safety Code of Conduct
https://www.kps.vic.edu.au/uploaded_files/media/child_safe_code_of_conduct_signed.pdf
- identify and raise concerns about child safety issues in accordance with our Child Safety Responding and Reporting Obligations Policy and Procedures
https://www.kps.vic.edu.au/uploaded_files/media/child_safety_reporting_obligations_and_procedures.pdf, including following the [Four Critical Actions for Schools](#)
- ensure students' views are taken seriously and their voices are heard about decisions that affect their lives
- implement inclusive practices that respond to the diverse needs of students.

School council

In performing the functions and powers given to them under the *Education and Training Reform Act 2006*, school council members will:

- champion and promote a child safe culture with the broader school community
- ensure that child safety is a regular agenda item at school council meetings
- undertake annual training on child safety, <https://www.vic.gov.au/child-safe-standards-training-material>
- approve updates to, and act in accordance with the Child Safety Code of Conduct to the extent that it applies to school council employees and members
- when hiring school council employees, ensure that selection, supervision, and management practices are child safe "At our school, school council employment duties are delegated to the principal who is bound by this policy").

Specific staff child safety responsibilities

Kananook PS has nominated a child safety champion to support the principal to implement our child safety policies and practices, including staff and volunteer training.

The responsibilities of the child safety champion are outlined at [Guidance for child safety champions](#).

Our principal and child safety champion are the first point of contact for child safety concerns or queries and for coordinating responses to child safety incidents.

- The Principal is responsible for monitoring the school's compliance with the Child Safety Policy. Anyone in our school community should approach The Principal if they have any concerns about the school's compliance with the Child Safety Policy.
- The Child Safety champion is responsible for informing the school community about this policy, and making it publicly available.
- Other specific roles and responsibilities are named in other child safety policies and procedures, including the Child Safety Code of Conduct, Child Safety Responding and Reporting Obligations Policy and Procedures, and Child Safety Risk Register.

Our school has also established a Child Safety and Wellbeing Team and a Student Reference Group on child safety. The Child Safety and Wellbeing Team meet regularly to identify and respond to any ongoing matters related to child safety and wellbeing. The Student Reference Group provides an opportunity for students to provide input into school strategies.

Our Risk Management Committee monitors the Child Safety Risk Register.

Child Safety Code of Conduct

Our Child Safety Code of Conduct sets the boundaries and expectations for appropriate behaviours between adults and students. It also clarifies behaviours that are not acceptable in our physical and online environments.

We ensure that students also know what is acceptable and what is not acceptable so that they can be clear and confident about what to expect from adults in the school.

The Child Safety Code of Conduct

https://www.kps.vic.edu.au/uploaded_files/media/child_safe_code_of_conduct_signed.pdf also includes processes to report inappropriate behaviour.

Managing risks to child safety and wellbeing

At our school we identify, assess and manage risks to child safety and wellbeing in our physical and online school environments. These risks are managed through our child safety and wellbeing policies, procedures and practices, and in our activity specific risk registers, such as those we develop for off-site overnight camps, adventure activities and facilities and services we contract through third party providers for student use.

Our Child Safety Risk Register is used to record any identified risks related to child abuse alongside actions in place to manage those risks. Our school leadership team will monitor and evaluate the effectiveness of the actions in the Child Safety Risk Register at least annually.

Physical and Online Environments: Physical and online environments promote safety and wellbeing while minimizing the opportunity for children and young people to be harmed. The following policies offer further information.

- Bullying Prevention Policy
- Digital Technologies Policy
- Anti Cyber Bullying Policy

Establishing a culturally safe environment

At Kananook PS, we are committed to establishing an inclusive and culturally safe school where the strengths of Aboriginal culture, values and practices are respected.

We think about how every student can have a positive experience in a safe environment. For Aboriginal students, we recognise the link between Aboriginal culture, identity and safety and actively create opportunities for Aboriginal students and the Aboriginal community to have a voice and presence in our school planning, policies, and activities.

We have developed the following strategies to promote cultural safety in our school community:

Culturally Safe Environments: Establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued

- Child Safe Environment Policy
- Inclusion and Diversity Policy
- Engagement and Wellbeing Policy

Student empowerment

To support child safety and wellbeing at Kananook, we work to create an inclusive and supportive environment that encourages students and families to contribute to our child safety approach and understand their rights and their responsibilities.

Respectful relationships between students are reinforced and we encourage strong friendships and peer support in the school to ensure a sense of belonging through implementing our whole school approach to Respectful Relationships, the Real School's Program, and our school values.

We inform students of their rights through our whole school approach to Respectful Relationships and give them the skills and confidence to recognise unsafe situations with adults or other students and to speak up and act on concerns relating to themselves or their peers. We ensure our students know who to talk to if they are worried or feeling unsafe and we encourage them to share concerns with a trusted adult at any time. Students and families can also access information on how to report concerns by looking the KPS Wellbeing and Engagement Policy

When the school is gathering information in relation to a complaint about alleged misconduct or abuse of a child, we will listen to the complainant's account and take them seriously, check our understanding of the complaint, support the student and keep them (and their parents and carers, as appropriate) informed about progress.

Child and Student Empowerment: Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously, the following policies support this.

- Wellbeing and Engagement Policy
- Code of Conduct Policy
- Complaints Policy
- Curriculum Policy Document

Family engagement

Our families and the school community have an important role in monitoring and promoting children's safety and wellbeing and helping children to raise any concerns.

To support family engagement, at KPS we are committed to providing families and community with accessible information about our school's child safe policies and practices and involving them in our approach to child safety and wellbeing.

We will create opportunities for families to have input into the development and review of our child safety policies and practices and encourage them to raise any concerns and ideas for improvement.

We do this by:

Creating a welcoming environment

- Provide new enrolments with family welcome packs that notify them as to where to find our Child Safe Documents and other policies on the website
- Conduct school open days and host community events, such as morning coffee sessions, to welcome families and the broader community.
- Create a welcoming environment at school reception so community members and families feel respected, included and safe to come onto school grounds.

Engaging families and communities in building a child safe organisation

- Ask parents and carers about their children. This can be in formal settings like parent/teacher interviews, or during chance meetings at pick-up and drop-off.

- Provide parents and carers with information about children's rights via facebook, website and parent information sessions.
- Regularly engage with parents, carers and students and discuss the needs of students through parent/teacher interviews, via Seesaw and personal phone calls.

Providing regular opportunities to communicate

- Provide frequent opportunities for parents and carers to engage with staff to discuss their children's experiences at school.
- Implement Seesaw as the communication tool between staff, children and families.
- If needed organise interpreters and translations to engage families from non-English speaking backgrounds in conversations about the school's child safety strategies.
- Incorporate child safety questions in parent and carer surveys to measure awareness and confidence in the school's child safety approach and to support ongoing improvement.
- Remind the school community about the shared roles of parents, carers and school staff in creating a positive environment for learning by promoting the Code of Conduct Policies.
- Communicate with and appropriately involve families at all stages of the process if a concern is raised or complaint is made.

Reflecting the diversity of the school community

- Make newsletters and communications inclusive. Normalise a diversity of family profiles and reflect the characteristics of your school community.
- Select meeting venues that are physically accessible, welcoming and culturally safe.
- Encourage volunteer positions from families from diverse backgrounds, including people with a disability, Aboriginal people, and those from culturally and linguistically diverse backgrounds.

Providing inclusive and accessible information

- Display the [PROTECT poster \(PDF, 203KB\)](#) in shared areas that are accessible to parents and the community.
- Make sure child safety information is easy to read – consider font size, font style, colours used, formatting and visual presentation.
- Provide links to the school's child safety policies in the school's social media posts, newsletters and staff circulars.
- Check that the students, school staff, and members of the school community know who to contact if they have a concern about child safety. Keep this information up to date and accessible, and review it regularly.
- Use images and other accessibility aids to help child safety information be understood by families that have low literacy or vision.

Building family and community involvement in child safety into business as usual

- Make child safety a standing item at school governing authority meetings and staff meetings
- Report on the outcomes of relevant reviews to staff and volunteers, community and families and students to show transparency and accountability.
- Encourage families and carers to advocate for their children and champion their safety while at school and in other environments, including extra-curricular activities such as sports, tutoring, music and language classes.
- Promote [Resilience Rights and Respectful Relationships education](#) to families.
- Acknowledge the important role that families and communities play in monitoring children's safety and wellbeing and helping children to disclose concerns.

Communicate with and appropriately involve families at all stages of the process if a concern or complaint is raised

- all of our child safety policies and procedures will be available for students and parents on the school website. <https://www.kps.vic.edu.au/page/263/Child-Safety-Standards>
- Seesaw Notices will inform families and the school community about any significant updates to our child safety policies or processes, and strategies or initiatives that we are taking to ensure student safety.
- PROTECT Child Safety posters will be displayed across the school in all major buildings and external walls where student traffic is high.

Family Engagement: Families and communities are informed and involved in promoting child safety and wellbeing (all Policies are located on the KPS Website). The following policies support the implementation of this standard.

- Child Safety Policy
- Engagement and Wellbeing Policy
- Bullying Policy
- Child Safety Standards and School Responsibility Policy

Diversity and equity

As a child safe organisation, we celebrate the rich diversity of our students, families and community and promote respectful environments that are free from discrimination. Our focus is on wellbeing and growth for all.

We recognise that every child has unique skills, strengths and experiences to draw on.

We pay particular attention to individuals and groups of children and young people in our community with additional and specific needs. This includes tailoring our child safety strategies and supports to the needs of:

- Aboriginal children and young people
- children from culturally and linguistically diverse backgrounds
- children and young people with disabilities
- children unable to live at home or impacted by family violence
- international students
- children and young people who identify as LGBTIQ+.

Our Student Wellbeing and Engagement Policy

https://www.kps.vic.edu.au/uploaded_files/media/student_engagement_and_wellbeing_policy.pdf provides more information about the measures we have in place to support diversity and equity.

Diversity and Equity: Equity is upheld and diverse needs are respected in policy and practice. The following policies further outline how we meet our obligations to standard 4.

- Engagement and Wellbeing Policy
- Inclusion and Diversity Policy

Suitable staff and volunteers

At KPS, we apply robust child safe recruitment, induction, training, and supervision practices to ensure that all staff, contractors, and volunteers are suitable to work with children.

Staff recruitment

When recruiting staff, we follow the Department of Education and Training's recruitment policies and guidelines, available on the Policy and Advisory Library (PAL) at:

- [Recruitment in Schools](#)
- [Suitability for Employment Checks](#)
- [School Council Employment](#)
- [Contractor OHS Management](#).

When engaging staff to perform child-related work, we:

- sight, verify and record the person's Working with Children clearance or equivalent background check such as a Victorian teaching registration
- collect and record:
 - proof of the person's identity and any professional or other qualifications
 - the person's history of working with children
 - references that address suitability for the job and working with children.

Staff induction

All newly appointed staff will be expected to participate in our child safety and wellbeing induction program. The program will include a focus on:

- the Child Safety Policy (this document)
- the Child Safety Code of Conduct
- the Child Safety Responding and Reporting Obligations Policy and Procedures and
- any other child safety and wellbeing information that school leadership considers appropriate to the nature of the role.

Ongoing supervision and management of staff

All staff engaged in child-connected work will be supervised appropriately to ensure that their behaviour towards children is safe and appropriate.

Staff will be monitored and assessed to ensure their continuing suitability for child-connected work. This will be done by regular performance reviews.

Inappropriate behaviour towards children and young people will be managed swiftly and in accordance with our school and department policies and our legal obligations. Child safety and wellbeing will be paramount.

Suitable Staff and Volunteers: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice

- Volunteers and Confidentiality Policy
- Recruitment Policy
- Working With Children Policy
- Code of Conduct Policy
- Child Safety Standards and Responsibility Policy
- Visitors to School Policy

Suitability of volunteers

All volunteers are required to comply with our Volunteers Policy https://www.kps.vic.edu.au/uploaded_files/media/volunteers_policy_signed.pdf which describes how we assess the suitability of prospective volunteers and outlines expectations in relation to child safety and wellbeing induction and training, and supervision and management.

Child safety knowledge, skills and awareness

Ongoing training and education are essential to ensuring that staff understand their roles and responsibilities and develop their capacity to effectively address child safety and wellbeing matters.

In addition to the child safety and wellbeing induction, our staff will participate in a range of training and professional learning to equip them with the skills and knowledge necessary to maintain a child safe environment.

Staff child safety and wellbeing training will be delivered at least annually and will include guidance on:

- our school's child safety and wellbeing policies, procedures, codes, and practices
- completing the [Protecting Children – Mandatory Reporting and Other Legal Obligations](#) online module annually
- recognising indicators of child harm including harm caused by other children and students
- responding effectively to issues of child safety and wellbeing and supporting colleagues who disclose harm
- how to build culturally safe environments for children and students
- information sharing and recordkeeping obligations
- how to identify and mitigate child safety and wellbeing risks in the school environment.

Other professional learning and training on child safety and wellbeing, for example, training for our volunteers, will be tailored to specific roles and responsibilities and any identified or emerging needs or issues.

Child Safety Knowledge, Skills and Awareness: Students, Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training

- Child Safety Standards and Responsibility Policy
- Child Safe Reporting Obligations document
- Child Safe Code of Conduct
- Duty of Care Policy

School council training and education

To ensure our school council is equipped with the knowledge required to make decisions in the best interests of student safety and wellbeing, and to identify and mitigate child safety and wellbeing risks in our school environment, the council is trained at least annually. Training includes guidance on:

- individual and collective obligations and responsibilities for implementing the Child Safe Standards and managing the risk of child abuse
- child safety and wellbeing risks in our school environment
- KPS child safety and wellbeing policies, procedures, codes and practices

Complaints and reporting processes

KPS fosters a culture that encourages staff, volunteers, students, parents, and the school community to raise concerns and complaints. This makes it more difficult for breaches of the code of conduct, misconduct or abuse to occur and remain hidden.

We have clear pathways for raising complaints and concerns and responding and this is documented in our school's Complaint Policy. The Complaints Policy can be found at https://www.kps.vic.edu.au/uploaded_files/media/1689150339complaints_policy.pdf

If there is an incident, disclosure, allegation or suspicion of child abuse, all staff and volunteers (including school council employees and homestay providers) must follow our Child Safety Responding and Reporting Obligations Policy and Procedures https://www.kps.vic.edu.au/uploaded_files/media/child_safety_reporting_obligations_and_procedures.pdf Our policy and procedures address complaints and concerns of child abuse made by or in relation to a child or student, school staff, volunteers, contractors, service providers, visitors or any other person while connected to the school.

As soon as any immediate health and safety concerns are addressed, and relevant school staff have been informed, we will ensure our school follows:

- the [Four Critical Actions](#) for complaints and concerns relating to adult behaviour towards a child
- the [Four Critical Actions: Student Sexual Offending](#) for complaints and concerns relating to student sexual offending

Our Student Wellbeing and Engagement Policy

https://www.kps.vic.edu.au/uploaded_files/media/student_engagement_and_wellbeing_policy.pdf

and Bullying Prevention Policy

https://www.kps.vic.edu.au/uploaded_files/media/bullying_prevention_policy.pdf cover complaints and concerns relating to student physical violence or other harmful behaviours.

Communications

KPS is committed to communicating our child safety strategies to the school community through:

- ensuring that key child safety and wellbeing policies are available on our website including the Child Safety and Wellbeing Policy (this document), Child Safety Code of Conduct, and the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedure
- displaying PROTECT posters around the school
- updates in our school communication programs
- ensuring that child safety is a regular agenda item at school leadership meetings, staff meetings and school council meetings.

Privacy and information sharing

KPS collects, uses, and discloses information about children and their families in accordance with Victorian privacy laws, and other relevant laws. For information on how our school collects, uses and discloses information refer to: [Schools' Privacy Policy](#).

Records management

We acknowledge that good records management practices are a critical element of child safety and wellbeing and manage our records in accordance with the Department of Education and Training's policy: [Records Management – School Records](#)

Review of child safety practices

At KPS we have established processes for the review and ongoing improvement of our child safe policies, procedures, and practices.

We will:

- review and improve our policy every 2 years or after any significant child safety incident
- analyse any complaints, concerns, and safety incidents to improve policy and practice
- act with transparency and share pertinent learnings and review outcomes with school staff and our school community.

Kananook Primary School will do the following to adhere to Standard 10

- review and evaluate their [child safety and wellbeing policies](#), procedures and practices after any significant child safety incident, or at least every 2 years and improve where applicable
- analyse complaints, concerns and safety incidents to identify causes and systemic failures and to inform continuous improvement
- report on the outcomes of relevant reviews to staff, volunteers, the community, families and students.

Reviews of child safety policies and practices may be prompted by:

- a concern expressed by a student, family member, staff member, volunteer or community member
- a complaint or confirmed incident of child harm
- a legislative or regulatory change
- new issues or new activities proposed, such as new technologies or building changes
- discovery that staff or volunteers are not aware of child safety policies, or not implementing child safety policies as intended
- after a pre-determined period has passed.
- Schools should conduct thorough reviews and consider:
- [Child Safety and Wellbeing policy](#)
- [Child Safety Code of Conduct](#)
- [Child Safety Risk Register](#)
- Complaints Policy
- Procedure for responding to complaints and concerns relating to child abuse
- Recordkeeping and information management protocols
- Policies and practices on accessibility, cultural safety, diversity and inclusion
- Recruitment policies and practices for staff and volunteers
- Induction programs
- Training for staff and volunteers
- Communication aimed at students, their families and the community about child safety
- How the school is embedding child safety and rights in the curriculum.
- Create and update child-safe policies
- Develop a register of existing child safe standard policies, noting the date the policy was approved, and schedule a review date every 2 years.
- When required, develop a work plan and establish a working group led by the [child safety champion](#), to review and update policies and procedures.
- Monitor and manage child safety risks using a risk register.
- Determine the causes of child safety incidents and monitor for repeat issues or systemic failures.
- Use complaints and incidents as a learning opportunity to inform continuous improvement.
- Identify ways to involve staff, volunteers, students, families and community members in review processes. Refer to Child Safe Standard 4 for actions on how to engage families and communities.
- Implement current child safe policies and procedures
- Keep records of documentation, such as board meeting papers and minutes, outlining recommendations on how child safe practices can be improved and implemented.
- Develop an audit log (that is appropriately secured and has version control) of complaints and concerns, demonstrating appropriate responses and mitigations.
- Review complaints received and incidents reported for gaps, weaknesses or failures in policies.
- Make review findings and recommendations easy to access and understand.
- Include findings from child safety reviews in child safety training for staff and volunteers.
- Communicate review outcomes to students in age-appropriate ways.
- Inform the school community of any child safety policy changes were relevant or applicable.

Use surveys, focus groups and discussions to review the accessibility and level of awareness of child-safe policies and procedures by students, families, staff and volunteers.

Related policies and procedures

This Child Safety and Wellbeing Policy is to be read in conjunction with other related school policies, procedures, and codes. These include:

The eleven Standards and related policies are as follows:

1. Culturally Safe Environments: Establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued
 - Child Safe Environment Policy
 - Inclusion and Diversity Policy
 - Engagement and Wellbeing Policy
2. Leadership, Governance and Culture: Ensure that child safety and wellbeing are embedded in school leadership, governance and culture
 - Child Safety Policy
 - Engagement and Wellbeing Policy
 - Child Safety Standards and School Responsibility Policy
 - Code of Conduct Policy
 - Volunteers Policy
 - Working with Children Policy
 - Communication of Policy and Procedure Policy
3. Child and Student Empowerment: Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
 - Wellbeing and Engagement Policy
 - Code of Conduct Policy
 - Complaints Policy
 - Curriculum Policy Document
4. Family Engagement: Families and communities are informed and involved in promoting child safety and wellbeing (all Policies are located on the KPS Website)
 - Child Safety Policy
 - Engagement and Wellbeing Policy
 - Bullying Policy
 - Child Safety Standards and School Responsibility Policy
5. Diversity and Equity: Equity is upheld and diverse needs are respected in policy and practice
 - Engagement and Wellbeing Policy
 - Inclusion and Diversity Policy
6. Suitable Staff and Volunteers: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
 - Volunteers and Confidentiality Policy
 - Recruitment Policy
 - Working With Children Policy
 - Code of Conduct Policy
 - Child Safety Standards and Responsibility Policy
 - Visitors to School Policy
7. Child Focused Complaints Process: Ensure that processes for complaints and concerns are child focused

- Child Safety Reporting Obligations Policy
 - Complaints Policy
8. Child Safety Knowledge, Skills and Awareness: Students, Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
 - Child Safety Standards and Responsibility Policy
 - Child Safe Reporting Obligations document
 - Child Safe Code of Conduct
 - Duty of Care Policy
 9. Physical and Online Environments: Physical and online environments promote safety and wellbeing while minimizing the opportunity for children and young people to be harmed
 - Bullying Prevention Policy
 - Digital Technologies Policy
 - Anti Cyber Bullying Policy
 10. Review of Child Safety Practices: Implementation of the Child Safe Standards is regularly reviewed and improved
 - Communication of Policy and Procedure Policy
 11. Implementation of Child Safety Practices: Policies and procedures that document how schools are safe for children, young people and students
 - Child Safety Standards and School Responsibility Policy

Related Department of Education and Training policies

- [Bullying Prevention and Response Policy](#)
- [Child and Family Violence Information Sharing Schemes](#)
- [Complaints Policy](#)
- [Contractor OHS Management Policy](#)
- [Digital Learning in Schools Policy](#)
- [Family Violence Support](#)
- [Protecting Children: Reporting Obligations Policy](#)
- [Policy and Guidelines for Recruitment in Schools](#)
- [Reportable Conduct Policy](#)
- [Student Wellbeing and Engagement Policy](#)
- [Supervision of Students Policy](#)
- [Visitors in Schools Policy](#)
- [Volunteers in Schools Policy](#)
- [Working with Children and other Suitability Checks for School Volunteers and Visitors](#)

Other related documents

- [Identifying and Responding to All Forms of Abuse in Victorian Schools](#)
- [Four Critical Actions for Schools](#)
- [Identifying and Responding to Student Sexual Offending](#)
- [Four Critical Actions for Schools: Responding to Student Sexual Offending](#)
- [Recording your actions: Responding to suspected child abuse – A template for Victorian schools](#)

Policy status and review

The Principal is responsible for reviewing and updating the Child Safety and Wellbeing Policy at least every two years. The review will include input from students, parents/carers and the community.

Approval

Created date	27th July
Consultation	27 th July 2023 School Council
Endorsed by	Michael Block
Endorsed on	August 17 th 2023
Next review date	August 2024

draft