

CHILD SAFETY

(Student Version)

POLICY

Kilbreda College

A Kildare Education Ministries School in the Brigidine Tradition



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CHILD SAFETY POLICY (STUDENT VERSION)

1. Values

Kilbreda College as part of Kildare Ministries is committed to providing an environment that is caring, nurturing and safe for the children who attend our school. Our vision is a community where all people are valued, where all creation is recognised as sacred and where hope, justice and courage are our hallmarks.

2. Rationale

Kilbreda College is committed to being a Child Safe organisation and embedding a child safe culture into our practices and processes to ensure that all children who attend the School are safe at all times.

All children, regardless of their gender, race, religious beliefs, age, disability, sexual orientation, or family or social background, have equal rights to protection from abuse. The wellbeing of children in the care of Kilbreda College will always be the first priority of the School. At Kilbreda we do not and will not tolerate child abuse. We actively encourage all students to express their views and feel comfortable about giving voice surrounding concerns about personal safety at Kilbreda College. Any concerns students raise will be listened to and acted upon accordingly.

3. Scope

The purpose of this policy is to promote the care, safety and wellbeing of all students at our School and protect them from harm. All students at Kilbreda College have the right to feel safe and to be safe.

4. Guiding Principles

Child Safety Principles at Kilbreda College

At Kilbreda College:

- We believe that every student has the right to feel safe at all times and that every student has the right to be protected from abuse of all kinds.
- We are committed to the safety, participation and empowerment of all students.
- We will listen and respond to the views and concerns of all students.
- We respect all students, as well as our staff and volunteers.
- We have zero tolerance for child abuse. All allegations and safety concerns will be treated seriously and consistently in line with our Child Safety Policies and Procedures.
- There is a shared responsibility by students for child safety.
- Every adult associated with the School works to create a safe and supportive environment for all students.
- Every adult associated with the School must be aware of and follow the Child Safety Policy and the Child Safety Code of Conduct. This means that they know that they are to report any concerns, including but not restricted to: physical, sexual, and emotional abuse, neglect, risk-taking behaviour, and family violence to the Principal and/or Child Protection Officers.

Kilbreda College's Commitments to Child Safety

- Our School is committed to creating child safe and child friendly environments where all students are free to enjoy life to the full without any concern for their safety. Particular attention is paid to the most vulnerable children, including Aboriginal and Torres Strait Islander children, children from culturally and/or linguistically diverse backgrounds, and children with a disability.
- Our School upholds high principles and standards for all staff, volunteers and contractors.
- Our School promotes models of behaviour between adults and students based on mutual respect and consideration.
- Our School knows that it has legal and moral obligations to contact authorities when there is a concern about a child safety matter. The matter will be followed rigorously.
- Our School is committed to preventing child abuse and identifying risks early, and removing and reducing these risks.

CHILD SAFETY POLICY (STUDENT VERSION)

- Our School teaches students about what they can do if they feel unsafe and enables them to understand, identify, discuss and report on child safety. We listen to and act on any concerns, students, or their parents or carers, raise with us.
- Our School has screening procedures and recruitment practices in place for all staff and volunteers.
- Our School is committed to regularly training and educating our students, staff and volunteers on child abuse risks and assists them to understand their individual responsibilities in relation to child safety and the wellbeing of students.
- We commit to seeking input and feedback from students regarding the creation of a safe school environment.

Student safety and participation

At Kilbreda, we actively encourage all students to openly express their views and feel comfortable about giving voice to the things that are important to them.

We teach students about what they can do if they feel unsafe and enable them to understand, identify, discuss and report their concerns. We listen to and act on any concerns students, or their parents or carers, raise with us.

The curriculum design integrates appropriate knowledge and skills to enhance students' understanding of being safe. Teaching and learning strategies that acknowledge and support student agency and voice are implemented.

We have developed appropriate education about:

- standards of behaviour for students attending our school
- healthy and respectful relationships (including sexuality)
- resilience
- child abuse awareness and prevention.

5. Reporting and Responding

Everyone has the right to feel safe and to be protected from abuse. No one should behave in a way that makes a student feel unsafe or afraid. This includes everyone: family, anyone at school or in the community.

Kilbreda College expects all staff to follow the school's Child Safety Code of Conduct and to proactively ensure the safety of all students. Our school's Child Safety Policy and Responding to Allegations of Abuse Policy sets out the actions required under the relevant legislation when there is a reasonable belief that a child at our school is in need of protection or a criminal offence has been committed, and provides guidance and procedures on how to make a report. Our school has also established additional internal procedures and processes to help ensure that appropriate action is taken to respond to concerns about the wellbeing and/or safety of a student.

If a student wants to report an incident or concern, they can speak with a trusted staff member or adult who will protect them and assist them in taking action. The following are trusted staff members that students can go to:

- Homeroom/Class Teacher
- Year Level Leader
- Student Wellbeing Leader
- Assistant Principal: Wellbeing and Engagement
- College Counsellor and/or Psychologist

CHILD SAFETY POLICY (STUDENT VERSION)

Kilbreda College records any child safety complaints, disclosures or breaches of the Child Safety Code of Conduct, and stores the records in accordance with security and privacy requirements. Our school complies with legal obligations that relate to managing the risk of child abuse under the Children, Youth and Families Act 2005 (Vic.), the Crimes Act 1958 (Vic.) and the recommendations of the Betrayal of Trust report.

The wellbeing of each individual student is and will always be the first priority of our School, Kilbreda College, and we know that our School does not and will not tolerate child abuse in any form.

Key Reference

Date:	18 March 2021
Authorship:	Assisant Principal: Wellbeing and Engagement
Approved:	Principal
Date to be reviewed:	March 2023
Responsibility for Monitoring and Implementation:	Assistant Principal: Wellbeing and Engagement

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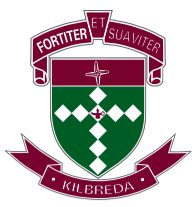
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KILBRED A COLLEGE IS A CHILD SAFE SCHOOL



A Kilbreda College staff member must act if they see, are told or suspect any of the following is happening to a student:

- Physical child abuse
- Child sexual abuse
- Family violence
- Grooming
- Emotional Abuse
- Neglect

THE 4 CRITICAL ACTIONS WE MUST TAKE TO ENSURE THAT KILBRED A UPHOLDS ITS COMMITMENT TO CHILD SAFETY ARE AS FOLLOWS:

1. Take Immediate Action

If a child is at immediate risk of harm you must ensure their safety by:

- Separating alleged victims and others involved
- Administering first aid or accompanying the student/s to student reception where first aid can be administered.
- Calling 000 for urgent medical and/or police assistance to respond to immediate health or safety concerns.
- Consulting with a Kilbreda College Child Safety Officer; either the Assistant Principal: Wellbeing and Engagement or the College Counsellor/s or Psychologist about potential courses of action.

2. Reporting To Authorities

As soon as immediate health and safety concerns are addressed the staff member must report the incident, observations, suspicions and disclosures of child abuse as soon as possible. Failure to report physical and sexual child abuse may amount to a criminal offence.

Prior to reporting the incident, the staff member completes the *'Protect Responding to Suspected Child Abuse: Template for all Victorian Schools'* which can be found online or sourced from our Child Safety Officers. This template requires the staff member to record relevant information relating to the student such as their date of birth, home address and relevant family information.

The staff member with the assistance of the Child Safety Officer then rings **DHHS South Division 1300 655 795 and/or VICTORIA POLICE 000** to make the report. Once the report has been made, the staff member or Child Safety Officer will ring **MACS Student Wellbeing Line on 9267 0228** to notify them of the report and obtain a case number.

3. Contacting Parents/Carers

The reporting staff member will consult with DHHS or Police to determine what information can be shared with Parents/Carers. They may be advised not to contact the parents/carers if this will affect the investigation or they may be encouraged to contact the parent/carer as soon as possible and give them the appropriate information.

4. Providing Ongoing Support

Kilbreda ensures all students who have been affected by an incident have ongoing support. We consult with DHHS/Police and develop a Student Support Plan that includes support from the Student Wellbeing Team. Strategies including counselling and a Safety Plan ensure the student is supported at school and in the home.



CHILD SAFETY REPORTING PROCESS FLOWCHART

Who can report?



Parent



Child



Staff member or volunteer

What to report

Any child safety concerns, including:

- disclosure of abuse or harm
- allegation, suspicion or observation
- breach of Code of Conduct
- environmental safety issues.

Call 000 if a child is in immediate danger

How?

Face-to-face verbal report, letter, email, telephone call, meeting

Who to?

Child Protection Officer

What to report

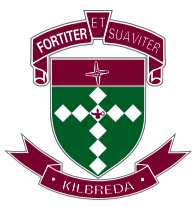
The Child Protection Officer will:

- offer support to the child, the parents, the person who reports and the accused staff member or volunteer
- initiate internal processes to ensure the safety of the child, clarify the nature of the complaint and commence disciplinary process (if required)
- decide, in accordance with legal requirements and duty of care, whether the matter should/must be reported to the police or Child Protection and make report as soon as possible if required.

Outcome

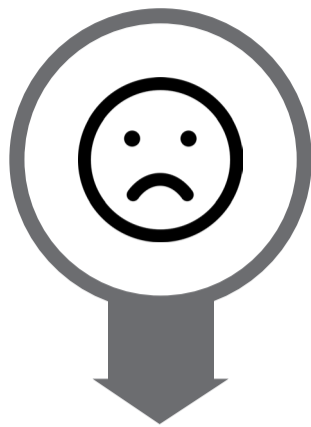
Investigation; outcome decided; relevant staff, volunteers, parents and child notified of outcome of investigation; policies, procedures updated where necessary.





KILBREDA COLLEGE PROTECT

Everyone has the right to be safe and be protected from abuse



No one should behave in a way that makes you feel unsafe or afraid.



This includes everyone: family, anyone at school and in the community.



Tell a teacher or trusted adult if you feel unsafe.

It is everyone's responsibility

Adults at school must listen and respond to concerns about child abuse



If you suspect abuse of any child or young person, you have a responsibility to report it, even if you are not sure.



Kilbreda College
Child Protection Officers



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