

Goulburn Ovens Institute of TAFE	Title: Child Safe Policy Executive approved: 21/03/2017
Policy no. POHR15	<i>Responsible Officer: Executive Manager Human Resources</i> <i>Authorising Officer: CEO</i> <i>Review: Annual (21st March 2018)</i>
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Child Safe Policy

1. PURPOSE

The purpose of this policy is to demonstrate the commitment Goulburn Ovens Institute of TAFE (GOTAFE) has to providing a Child Safe environment for our students.

2. SCOPE

This policy applies to all current and prospective GOTAFE staff, students, contractors, and volunteers.

3. DEFINITIONS

Term	Definition
Child/Young person	Means all students 17 years of age and under that are enrolled, visiting or participating in all external events that are solely GOTAFE or in partnership with organisations.
Child Abuse	includes any act committed against a child involving: <ul style="list-style-type: none"> • A sexual offence • A grooming offence • The infliction on a child of physical violence, serious emotional or psychological harm or serious neglect. <p>Child Abuse includes but is not limited to Child Sexual Abuse.</p>
Child Safety	encompasses matters related to protecting all children from child abuse, managing the risk of child abuse, providing support to a child at risk of child abuse, and responding to incidents or allegations of child abuse.
Grooming offences	A grooming offence is now in effect to target individuals who communicate with a child or their parents with the intent of committing child sexual abuse.
Reasonable Grounds	The concept of 'reasonable grounds' requires you to consider whether another person, when faced with similar information, would also draw the same conclusion. It does not mean reporters are required to be certain, but rather reporters should ensure their concerns are well founded and based on information from a reliable source.

4. PRINCIPLES

The introduction of the Child Safe Standards is part of the Victorian Governments response to the recommendations from Betrayal of Trust report.

GOTAFE will use the Child Safe Standards and guidance material to promote and embed a culture of protecting children across the community and within GOTAFE.

5. POLICY

It is the policy of GOTAFE to ensure that all staff, contractors, and volunteers are aware of GOTAFE's commitment to child safety. We have specific policies, procedures and training in place that supports all employees to achieve the following commitments:

- Preventing child abuse, identifying risks early, and removing and reducing these risks.
- Zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures.
- Complying with our legal and moral obligations to contact authorities when we are worried about a child's safety.
- The cultural safety of Aboriginal children, the cultural safety of children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.
- The safety, participation and empowerment of all students, including children.
- Training and educating our employees, contractors and volunteers on child abuse risks.

Organisational culture of child safety through leadership arrangements

GOTAFE promote an organisational culture of child safety by:

- Ensuring compliance with the Non School Secondary Provider Child Safe Standards
- Reviewing, updating, training and providing communication on Policies and Procedures regarding Child Safety.

GOTAFE acknowledges the following legal responsibilities:

- **Failure to disclose**
Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable grounds to believe that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police. The offence applies to all adults, not just professionals who work with children.
- **Failure to protect**
People of authority in the organisation will commit an offence if they know of a substantial risk of child sexual abuse by someone in the organisation and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.

Recruitment and screening practises

New and existing employees, volunteers and contractors (engaged in child related work) employed by GOTAFE, are required to hold a current Working with Children Check and National Police Check, and to provide evidence of such checks as per our Working with Children Check and National Police Check Policy. Interviews and referee checks of prospective employees are also undertaken to ensure that we are recruiting the right people.

Responding to and reporting suspected child abuse

Our Child Safe Reporting Procedure outlines the Institute's framework for responding to and reporting suspected child abuse.

Identify and reduce risks of child abuse

We manage risks of abuse to children through compliance to our relevant policies and procedures, including but not limited to the child safe policy and reporting procedure,

code of conduct, duty of care of minors, recruitment and selection and working with children check and national police check.

Promote participation and empowerment of children

We promote participation and empowerment of all of our students, including children, through our student support services. GOTAFE delivers a range of free services and programs to help students to connect with the Institute and succeed with their study and life goals.

6. DOCUMENTATION

[Child Safe Reporting Procedure – PRSS-186](#)

[Employee Code of Conduct Policy – POHR14](#)

[Duty of Care of Minors Procedure – PRSS-151](#)

[Recruitment Policy – OD5](#)

[Student Code of Conduct Procedure – E6-P27](#)

[Working with Children Check and National Police Check Policy – POHR13](#)