



## POLICY

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<b>NAME:</b>	<b>Child Safety Policy July 2016</b>
<b>UPDATE DUE:</b>	<b>July 2017, or more often as circumstances require</b>

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### COMMITMENT TO CHILD SAFETY

All students who attend Camberwell Girls Grammar School (CGGS) have a right to feel and to be safe. The wellbeing and safety of all students in our care is our first priority and we have zero tolerance to child abuse. The protection of students is the responsibility of everyone who is employed at, or is engaged by CGGS in child-connected work. To ensure the safety and best interests of all students, we take into account the needs of those with an Aboriginal or Torres Strait Islander heritage, those from culturally and/or linguistically diverse backgrounds and those with a disability.

### PREAMBLE

CGGS, including the School Council, are committed to:

- respecting all children regardless of their gender, race, religious beliefs, age, disability, sexual orientation or family or social background;
- actively working to empower the students in our care; and
- implementing and continuously improving procedures and systems that promote and influence an organisational culture of child safety and that provides a safe environment for our students.

Ensuring child safety is about balancing expectations and complying with legal obligations. It is not about creating an atmosphere of suspicion.

It is the role of the School Council and the Principal to monitor CGGS's adherence to this policy. This will be done by:

- ensuring that child safety is a regular agenda item at Council meetings
- having the Principal and/or other responsible staff report regularly to Council with consideration by the Principal, responsible staff members and Council of areas for continual improvement

This CGGS policy complies with:

- National Framework for Protecting Australia's Children (2009)
- Ministerial Order No. 870 Child Safe Standards – Managing the risk of child abuse in schools
- CGGS Pastoral Care and Student Welfare Policies

Under the National Framework for Protecting Australia's Children (2009), protecting children is everyone's responsibility: parents, communities, governments and businesses all have a role to play. The National Framework provides the foundation for improving the safety and wellbeing of vulnerable children.

The Principles and Child Safe Standards underpinning Ministerial - Order No. 870 and (Section 4.3.1(6)(d)) of the Education and Training Reform Act 2006) promote school cultures where protecting children from abuse is part of everyday thinking and practice. It outlines specific actions schools need to take to meet child safe standards required for school registration and defines child-connected work in the following Table:

## DEFINITIONS WITHIN MINISTERIAL ORDER No 870 WHICH RELATE TO CHILD SAFETY AT CGGS

<b>Child</b>	An individual who is under the age of 18 years and who is enrolled as a student at CGGS.
<b>Child abuse</b>	Child abuse includes- <ul style="list-style-type: none"> <li>(a) any act committed against a child involving- <ul style="list-style-type: none"> <li>(i) a sexual offence; or</li> <li>(ii) the offence of grooming; and</li> </ul> </li> <li>(b) the infliction, on a child, of- <ul style="list-style-type: none"> <li>(i) physical violence; or</li> <li>(ii) serious emotional or psychological harm; and</li> </ul> </li> <li>(c) serious neglect of a child.</li> </ul>
<b>Child-connected work</b>	This is work which is authorised by CGGS that is performed by an adult in the CGGS school environment while children are present or reasonably expected to be present.
<b>Child safety</b>	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.
<b>School environment</b>	The CGGS school environment is any physical or virtual place made available or authorised by CGGS for use by a child during or outside school hours, and includes: <ul style="list-style-type: none"> <li>(a) our Senior School campus at 2 Torrington Street, Canterbury</li> <li>(b) our Junior School campus at 4 Mont Albert Road, Canterbury and formerly at St John's Avenue, Mont Albert</li> <li>(c) online School environments including email and intranet systems</li> <li>(d) other locations provided by CGGS for a child's use, including locations used for school camps, sporting events, excursions, competitions and other events.</li> </ul>
<b>Staff in a non- government school</b>	An individual working at CGGS who is: <ul style="list-style-type: none"> <li>(a) directly engaged or employed by the School's governing authority</li> <li>(b) a volunteer or a contracted service provider</li> <li>(c) a minister of religion</li> </ul>

## ROLES AND RESPONSIBILITIES

The Principal and School Council are responsible for developing strategies that embed an organisational culture of student safety at CGGS. These strategies will give the highest priority to the promotion and protection of a student's safety, health, development, education and wellbeing.

Everyone involved in CGGS has a role to play and is responsible for protecting children and upholding the duty of care that the School owes to all of its students. Protection is a shared responsibility between all CGGS employees, workers, volunteers, contractors and all members of the CGGS community.

CGGS's policies and procedures will provide the names and contact details of staff who have specific responsibilities in relation to child safety and for receiving reports of suspicion of child abuse.

CGGS has included students on working committees and considered their opinions when developing its child protection and pastoral policies. CGGS supports and respects all students, staff and volunteers.



## VALUES AND PRINCIPLES

The following values and principles will guide CGGS in implementing consistent policies and influence an organisational culture of child safety:

- child safety policies and procedures will support ongoing assessment and removal of the risk of child abuse in the School environment
- our culture will foster openness so that all persons, and particularly children, may feel safe to disclose concerns or risks of harm to children
- appropriate conduct and behaviour towards children will be expected at all times
- policies will support the processes that assist the School to engage the most appropriate personnel to work with children
- suspected or actual abuse of children will be reported promptly to the appropriate authorities
- support and assistance will be provided to children who have suffered abuse and to their families

## RECRUITMENT

CGGS will implement recruitment processes that will assist in the effective selection of suitable personnel, including staff, volunteers, contractors and ministers of religion.

These processes will ensure:

- new and existing staff, volunteers and contractors understand the importance of child safety and are aware of CGGS's policies and procedures
- each job or category of job for School staff that involves child-connected work has a clear statement that includes the job's requirements, duties and responsibilities regarding child safety and the essential or relevant qualifications, experience and attributes in relation to child safety
- compliance with School policy for recruitment and selection of staff for obtaining, verifying and recording, information about a person whom it proposes to engage to perform child-connected work, including processes for screening and background checks
- induction of new staff, volunteers and contractors into the School's policies, codes, practices and procedures governing child safety and child-connected work and
- a staff member's continuing suitability for child-connected work is monitored and assessed

All applicants for jobs that involve child-connected work for CGGS will be informed about the School's child safety practices and its Child Safety Code of Conduct.

CGGS will implement practices that enable the School Council and the Principal to be satisfied that people engaged in child-connected work for the School perform appropriately in relation to child safety.

## REDUCING OR REMOVING RISKS OF CHILD ABUSE

CGGS will implement appropriate policies and practices for the early identification and response to risks of abuse in its physical and online environment. Such policies and practices will:

- promote understanding by all CGGS personnel of its expectations in relation to behaviour and conduct when interacting with children and the consequences of failing to abide by those expectations
- seek to achieve ongoing risk assessment to identify and mitigate risk in the School's physical and online environment, taking into account the age and needs of the students, the nature of the activities undertaken at CGGS and the particular risks they might present



- provide for ongoing training, education and support for all CGGS personnel in relation to understanding child abuse, identifying risks and areas for improvement, the School's policies and practices for reporting concerns of child abuse and how to respond
- require appropriate human resource policies for appraisal and assessment of personnel in relation to compliance with their child safe obligations

CGGS will implement practices that increase the awareness within the School of the need for our internal systems to protect children

#### **PROMOTING CHILD EMPOWERMENT AND PARTICIPATION**

The Principal and the School Council are responsible for developing strategies to deliver appropriate education about:

- standards of behaviour for students attending CGGS and staff employed at or engaged by CGGS
- healthy and respectful relationships (including sexuality)
- resilience
- child abuse awareness and prevention.

CGGS will ensure that the prevention approaches it adopts for its students will be focused on initiatives that build their awareness and encourages them to disclose behaviour that makes them feel unsafe.