

EASTSIDE LUTHERAN COLLEGE CHILD SAFE POLICY

OBJECTIVES

To implement best practice policies and procedures relating to the creation of child safe environments at the College the College takes into account the United Nations Rights of the Child <https://www.ohchr.org/en/professionalinterest/pages/crc.aspx>

In particular, Article 3

- 1. In all actions concerning children, whether undertaken by public or private social welfare institutions, courts of law, administrative authorities or legislative bodies, the best interests of the child shall be a primary consideration.
- 2. States Parties undertake to ensure the child such protection and care as is necessary for his or her well-being, taking into account the rights and duties of his or her parents, legal guardians, or other individuals legally responsible for him or her, and, to this end, shall take all appropriate legislative and administrative measures.
- 3. States Parties shall ensure that the institutions, services and facilities responsible for the care or protection of children shall conform with the standards established by competent authorities, particularly in the areas of safety, health, in the number and suitability of their staff, as well as competent supervision.

The ELC Child Safe Policy and Program is developed in accordance with the Commonwealth Child Safe Framework requirements.

REQUIREMENT 1 Undertake risk assessments annually in relation to activities of the entity, to identify the level of responsibility for, and contact with, children, evaluate risks to child safety, and put in place appropriate strategies to manage identified risks (Risk Assessment Policy and Procedures).

REQUIREMENT 2 Establish and maintain a system of training and compliance, to make staff aware of, and compliant with, the Framework and relevant legislation, including Working with Children Checks / Working with Vulnerable People Checks and mandatory reporting (Staff Induction and Professional Learning Procedures).

REQUIREMENT 3 Adopt and implement the National Principles for Child Safe Organisations reporting requirements (Child Safety Program).

REQUIREMENT 4 Publish an annual statement of compliance with the Framework including an overview of the entity's child safety risk assessment (To be included in the 2021 Annual College Report)

Child Safe Program

The Eastside Lutheran College Child Safe Policy Program is designed to ensure compliance with the:

- Children, Young Persons and Their Families Act 1997 (Tas)
- Criminal Code Act 1924 (Tas)
- Teachers Registration Act 2000 (Tas)
- Registration to Work with Vulnerable People Act 2013 (Tas) and
- Registration to Work with Vulnerable People Regulations 2014 (Tas)

The ELC Child Safe Program is designed to ensure compliance with the:

- Children, Young Persons and Their Families Act 1997 (Tas)
- Criminal Code Act 1924 (Tas)
- Criminal Code Act 1995 (Cth)
- Registration to Work with Vulnerable People Act 2013 (Tas) and Registration to Work with Vulnerable People Regulations 2014 (Tas)
- Teachers Registration Act 2000 (Tas)
- Family Violence Act 2004 (Tas)
- Family Law Act 1975 (Cth)
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PROCEDURES

Child Safety Training

Child safety training is provided annually to all staff who have direct contact with students, and to Mandatory Reporters, to inform them of their legal responsibilities relating to child safety, Mandatory Reporting and Working with Vulnerable People Registration. Signage with the Sexual harassment Hotline is visible in all work areas.

Parents and students are made aware of child safe legislation, College policies and procedures through Staff and Volunteer Induction procedures, Parent/Teacher Information Evenings, the College Newsletter, the College Webpage, the College Facebook page and home letters.

Continuous Review and Improvement

The College endeavours to continuously review and regularly improve its Child Safe Program, including as:

- relevant and authoritative research is published
- relevant inquiry findings and recommendations are delivered, such as those of the Royal Commission into Institutional Responses to Child Sexual Abuse
- complaints are made, and critical incidents occur and are investigated and resolved.

RESPONSIBILITIES

Staff Responsibilities

Staff are responsible for ensuring students' wellbeing and safety within the College by complying with College policies and procedures, and their legislative requirements. They are also encouraged to initiate and take responsibility for their implementation.

The Principal, all staff (including teaching, non-teaching, casual and temporary staff), Board members, volunteers, third party contractors employed by the College and external education providers that receive Federal funding and are engaged by the College are **Mandatory Reporters** under the Children, Young Persons and Their Families Act 1997 (Tas) and have additional legislative responsibilities.

DOCUMENTATION

Eastside Lutheran College maintains documentation that records:

- Working with Vulnerable People Registration
- any child safe-related incident (e.g. related complaints and critical incidents).

The WWVP documentation is maintained by the College Human Resources Officer and copies of all documents are stored electronically on Synergetic.

The ELC Accident and Incident and Complaints procedures are followed to report any child-safe incident and all records are stored on the College Complispace Portal.

IMPLEMENTATION

This policy is implemented through:

- **Complispace Assurance**, where individuals are allocated responsibility to action all obligations in accordance with this policy
- our Child Safety Training program.

This Policy is reviewed at least annually, in light of experience, the effectiveness of procedures and the publication of relevant research.

The Policy is published on our public website as well as communicated through other mediums such as newsletters, our annual report (2021) and in induction and welcome packs for College Board members, staff members, Volunteers and Third Party Contractors.

Adopted 2021

Review Date 2022