



Child Protection Policy

Introduction

At Annesley Junior School a positive sense of wellbeing is the foundation from which students achieve success at school. Wellbeing depends on having and maintaining good quality relationships. Positive and supportive relationships between school and home, parent and child, student and student and teacher and student are important factors in providing the type of environment where appropriate conditions of safety can exist.

The care and protection of students is paramount in ensuring student wellbeing at Annesley. Annesley seeks to create a learning community that encourages and facilitates the emotional, physical, mental, social and spiritual development of young people. We believe this can only be achieved in an environment where every child is treated with dignity. We also believe that children, as vulnerable members of society, have the right to be protected and to feel safe at all times.

Policy Principles

The safety of children and young people at Annesley is of paramount concern. The school acknowledges that children can and do suffer from neglect and physical, emotional and/or sexual abuse, and that education and care programs can play a significant role in their prevention.

Annesley Junior School undertakes to

- inform students that they have a right to be protected from abuse or neglect and offer support
- educate children and young people, through the curriculum, about child abuse and neglect.

Annesley Junior School will ensure staff are aware of:

- their legal responsibilities to report suspected abuse and procedures for reporting
- the indicators of child abuse, particularly through various forms of professional development.

Annesley Junior School will make a determination about a person's suitability to work, volunteer, or be in close proximity to its students based on sufficient and relevant information.

Annesley Junior School undertakes to provide continuous assessment and monitoring of the suitability of those who work, volunteer, or are in close proximity to its students.

Annesley Junior School will respond to risks to its students whenever these risks become known or suspected.

Annesley Junior School will take appropriate and decisive action against an employee or others within the School community who have abused or harmed a student.

Annesley Junior School will work cooperatively with other agencies which have a legislated role in the protection of children.

Preventative Practices

1. The School's policies, including the Child Protection Policy, are available to everyone in the school community and changes are notified.
2. Students, parents, volunteers and school employees are encouraged to raise concerns.
3. Students, parents and volunteers are encouraged to direct allegations about any inappropriate action of an employee to the Principal, or to the Chair of the School Council should the allegation be about the Principal.
4. The School promotes models of behaviour between school personnel and students based on mutual respect and consideration.
5. Risks are identified and appropriate procedures adopted.
6. Volunteers are made aware of their responsibilities.
7. Clear boundaries of behaviour are in place and are reflected in the Volunteers/Entrusted Persons and other relevant policies.
8. Responding to Abuse and Neglect (RAN) training is provided for all employees and appropriate volunteers at the School's expense. All suspicions on reasonable grounds of abuse or neglect are to be reported promptly to the relevant Government authority by the employee or volunteer concerned.
9. The Principal provides support to employees who make mandatory notifications.
10. The Principal and the Director, Early Learning Centre are the key contact people on any student protection concerns.

11. Appropriate checks are undertaken prior to appointing employees and engaging contractors, consultants or others who may have individual contact with students.
12. Links are maintained with police, the relevant Government authority, and other schools as appropriate.
13. Grievance procedures are in place.
14. The Principal will, from time to time, check to ensure that the School's child protection procedures are followed.
15. The School's teaching and learning program will include Protective Behaviours training at all year levels.
16. The School will comply with all legislative requirements on student protection including the following:
 - o Children's Protection Act, 1993
 - o Children's Services Act, 1985 and regulations
 - o Education Act, 1972 and regulations
 - o Protective Practices for Staff in their Interaction with Children and Young People, 2011

Staff Responsibilities in Responding to Suspected Neglect and/or Abuse of a Child/ren

Suspected child abuse

Staff in education and care settings are mandated notifiers and are, therefore, required under the Children's Protection Act 1993 to report suspected child abuse to the Child Abuse Report Line (CARL) on 13 1478. A report of suspected abuse must be made to CARL *irrespective of who is implicated*: a colleague, friend, senior staff member, volunteer, parent, visitor or other child or young person. The report must be made in consultation with the Principal who signs the School's mandatory notification record and stores it securely (see Attachment A). Working with the Principal ensures that appropriate procedures can be followed within the School. Such procedures are designed to ensure that children and young people's wellbeing is safeguarded and that staff members' rights are respected.

If the Principal is the subject of the suspicion, observation or allegation, staff must report to the Chair of Annesley Council.

The complexities of these situations are acknowledged. Nevertheless, staff must manage their sensitivities or discomforts because their duty of care to the child or young person remains their paramount legal, professional and moral responsibility.

Inappropriate behaviour

Staff may also observe behaviours in other adults that they view to be inappropriate rather than abusive or that sit on the border of violating a professional boundary. Staff must ensure, through the Principal, that the adult concerned is made aware of the potential of his/her actions to impact negatively on children and young people, and on themselves. Professional advice of this kind may be particularly valuable to young or newly appointed staff. The Principal will document what is discussed.

All staff must take action if children and young people disclose information about inappropriate behaviours of other adults at the School. It is not acceptable to minimise, ignore or delay responding to such information. For the wellbeing of all members of the Annesley Junior School community, the Principal must be informed as a matter of urgency and a report made to the Child Abuse Report Line, if appropriate.

Recruitment Practices

Annesley takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children. We employ screening measures and apply best practice standards in the recruitment of employees and volunteers. We interview and conduct referee checks on all employees.

We conduct criminal history assessment for people working with children, as set out in Section 8B of the *Children's Protection Act 1993*. We ensure that criminal history information is dealt with in accordance with the standards developed by the Chief Executive of the Department for Families and Communities.

Review

This policy will be reviewed every three years.

In addition, please refer to the Early Learning Centre for specific policy.

ATTACHMENT A

**MANDATORY REPORT PROFORMA
(CARL 131 478)**

Child and Family Details

Full name (including any other surnames they are known by): _____

Date of birth: _____ Age: _____

Current Address: _____

Contact Phone numbers of Parents: _____

Parent's address:

Parent 1: _____

Parent 2: _____

Ethnicity (Aboriginal, non-English speaking): _____

Alleged perpetrator's name, age, address, relationship to the child/ren, current whereabouts: _____

Current whereabouts of the child who is, or children who are of concern: _____

Details of when the next expected contact with the alleged perpetrator will occur (if they are not living together): _____

Notifier Details

Full name, job title, contact number: _____

Relationship of Notifier to the child/ren of concern: _____

What type of contact does the Notifier have with the family and how frequently? _____

If the Notifier working with the child or the family? If so, in what capacity? _____

Details of Concerns

Specific details about the allegations:

If the child disclosed: what did she/he say and what was her/his emotional presentation?

Who saw or heard **what** and **when?** _____

Size and location of injuries, if any, with descriptions of any bruising. _____

Has the child been seen by a doctor? If so, provide the name and contact number: _____

Describe any caregiver behaviour that is of concern, including **how often** and **how severe**. _____

Describe any behaviour by the victim (s) that is of concern, including **how often** it occurs. _____

Other details

Are the parents separated? _____

If any Family Court orders are in place, what do they relate to? _____

If the custodial / non-custodial parent has a partner provide her or his name. _____

What is known about the functioning of the family?

Domestic violence _____

Drug/alcohol use or abuse _____

Violence to people outside of the family _____

Relevant health factors _____

Extended family or other support networks _____

Child care arrangements _____

Nature of involvement with any agencies _____

Mental health problems _____

Physical or intellectual disability _____

Before concluding the call

What prompted you to call today (if this is not already obvious) _____

Are caregivers aware a report is being made? _____

Have you as the Notifier, given any expectations of action to the child? _____

What action are you expecting the relevant government authority to take? _____

Date of report: _____