



Child Safe Policy, Statement & Child Safe Standards

2020

Index

Child Safe Policy.....	2
Statement of Commitment.....	4
Responding and Reporting	8
Code of Conduct.....	19

The Child Safe Standards

Standard 1. Strategies to embed an organisational culture of child safety including through effective leadership arrangements.....	15
Standard 2. A child safe policy or statement of commitment to child safety.....	18
Standard 3. A code of conduct that establishes clear expectations for appropriate behaviour with children.....	19
Standard 4. Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personal.....	22
Standard 5. Processes for responding to and reporting suspected child abuse.....	23
Standard 6. Strategies to identify and remove risks of child abuse.....	24
Standard 7. Strategies to promote the participation and empowerment of children	25

PROTECT



Child Safety Policy

Purpose

Kalianna School's Child Safety Policy sets out the school's commitment and approach to creating and maintaining a child safe organisation where children and young people are safe and feel safe, and provides the policy framework for the school's approach to the Child Safe Standards.

This policy is required and informed by clause 8 of *Ministerial Order No. 870 – Child Safe Standards – Managing the risk of child abuse in schools*, which sets out what the Child Safe Standards mean in a school environment.

Scope

This policy applies to all staff, volunteers, and contractors in the school environment, whether or not they work in direct contact with children or young people. This policy also applies to school council members where indicated.

The policy will apply to the school environment (see Definitions section). The policy covers both school hours and outside of school hours.

Definitions

Child abuse

Child abuse includes:

- any act committed against a child involving:
 - a sexual offence; or
 - grooming; and
- the infliction, on a child, of:
 - physical violence; or
 - serious emotional or psychological harm; and
- serious neglect of a child.

Child-connected work

Child-connected work means work authorised by the school, school council, or Secretary of the Department of Education and Training and performed by an adult in a school environment while children are present or reasonably expected to be present.

Child safety

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.

School environment

School environment means any physical or virtual place made available or authorised by the school for use by a child during or outside school hours, including

- a campus of the school
- online school environments (including email and intranet systems)
- other locations provided by the school for a child's use (including, without limitation, locations used for school camps, sporting events, excursions, competitions, homestays, and other school activities or events)

School staff

School staff means an individual working in a school environment who is:

- employed by the Department of Education and Training;
- directly engaged or employed by a school council; or
- a volunteer or a contracted service provider (whether or not a body corporate or any other person is an intermediary).

STATEMENT OF COMMITMENT TO CHILD SAFETY AND CHILD SAFETY PRINCIPLES

Kalianna School is committed to providing a safe, supportive and inclusive environment for all students, staff and members of our community. Our school recognises the importance of the partnership between our school and parents and carers to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for, creating an inclusive and safe school environment for our students. We know children can struggle to achieve their personal best if they are not safe from abuse and we have zero tolerance for child abuse.

At Kalianna School our values of positive , inclusive, creative guide the decisions and behaviours of all members of our school community, including in relation to child safety. Our vision is to unite and inspire and our mission is to inspire students to achieve their full potential. Our School Community is encouraged to embed these mantras supported by the School-Wide Positive Behaviour Support framework to provide the benchmark for all other actions as a school community.

At Kalianna School we are committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Our child safe policies, procedures, strategies and practices will be inclusive of the needs of all children, particularly Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable.

Every person involved in Kalianna School has a responsibility to understand the important and specific role they play individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

Child Safety Principles

In its planning, decision-making and operations, Kalianna School will:

- Take a preventative, proactive and participatory approach to child safety
- Value and empower children to participate in decisions which affect their lives
- Foster a culture of openness that supports all persons to safely disclose risks of harm to children
- Respect diversity in cultures and child rearing practices while keeping child safety paramount.
- Provide written guidance on appropriate conduct and behaviour towards children
- Engage only the most suitable people to work with children and have high quality staff and volunteer supervision and professional development;
- Ensure children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such concerns
- Report suspected abuse, neglect or mistreatment promptly to the appropriate authorities
- Share information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and
- Value the input of and communicate regularly with families and carers

POLICY

Strategies to embed a child safe culture

Kalianna School culture encourages staff, students, parents and the school community to raise, discuss and scrutinise child safety concerns. This makes it more difficult for abuse to occur and remain hidden.

All child safety documents, including this policy, the Child Safety Code of Conduct, the school's Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures, [Identifying and Responding to All Forms of Abuse in Victorian Schools](#) and the [Four Critical Actions for Schools](#) are readily available online (school website and StaffShare Network) and in hard copy at the school's reception; Principal Office; School Social Officer Office; Professional Learning Community Office and the Staffroom for all staff and students to read at any time.

Child safety is everyone's responsibility. **All school staff** are required to:

- Act in accordance with the school's Child Safety Code of Conduct, which clearly sets out the difference between appropriate and inappropriate behaviour
- Act in accordance with the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures at all times, including following the [Four Critical Actions for Schools](#) where necessary
- Undertake annual guidance and training on child safety
- Act in accordance with their legal obligations, including:
 - Failure to disclose offence (applies to all adults)
 - Duty of care (applies to all school staff)
 - Mandatory reporting obligations (applies to all mandatory reporters, including teachers, principals, registered psychologists, and registered doctors and nurses)
 - Failure to protect offence (applies to a person in a position of authority within the school)
 - Reportable conduct obligations (applies to all school staff in reporting conduct to the principal, and applies to the principal in reporting to Employee Conduct Branch)
 - Organisational duty of care (applies to the school as an organisation)

For more information on these obligations, see [Identifying and Responding to All Forms of Abuse in Victorian Schools](#).

As part of Kalianna School's child safe culture, **school leadership** (including the Principal and Assistant Principal will:

- Consider the diversity of all children, including (but not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable, when implementing the Child Safe Standards
- Ensure that child safety is a regular agenda item at school leadership meetings and staff meetings
- Encourage and enable staff professional learning and training to build deeper understandings of child safety and prevention of abuse
- Ensure that no one is prohibited or discouraged from reporting an allegation of child abuse to a person external to the school or from making records of any allegation.

As part of Kalianna School's child safe culture, **school mandatory reporting staff** are required to

- Complete the [Protecting Children – Mandatory reporting and other obligations](#) online module every year
- Read the school's Child Safety Code of Conduct on induction, and maintain familiarity with that document
- Read the school's Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures on induction, and maintain familiarity with that document
- Read the school's Child Safety Policy (this document) on induction, and maintain familiarity with that document.

As part of Kalianna School's child safe culture, in performing the functions and powers given to them under the *Education and Training Reform Act 2006*, **school councils and school council members** will:

- Ensure that child safety is a regular agenda item at school council
- Consider the diversity of all children, including (but not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable, when making decisions regarding the Child Safe Standards
- Undertake annual guidance and training on child safety, such as the [Child Safe Standards School Council Training PowerPoint](#).
- Approve the Child Safety Code of Conduct to the extent that it applies to school council employees and members, and if updated, note the new document in its school council meeting minutes
- When hiring employees, ensure that selection, supervision and management practices are child safe

School leadership will maintain records of the above processes.

Roles and responsibilities

School leaders will ensure that each person understands their role, responsibilities and behaviour expected in protecting children and young people from abuse and neglect. Staff will comply with the school's Child Safety Code of Conduct, which sets out clearly the difference between appropriate and inappropriate behaviour.

Specific child safety responsibilities:

- The Principal is responsible for reviewing and updating the Child Safety Policy every 3 years.
- The Principal is responsible for monitoring the school's compliance with the Child Safety Policy. The school community should approach The Principal if they have any concerns about the school's compliance with the Child Safety Policy.
- The Principal is responsible for informing the school community about this policy, and making it publicly available.
- Other specific roles and responsibilities are named in Kalianna School's other child safety policies and procedures, including the Child Safety Code of Conduct, Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures, and risk assessment register.

Recruitment

Kalianna School follows the Department's Recruitment in Schools guide to ensure child safe recruitment practices, available on the [Department's website](#).

Prospective volunteers are required to comply with our school's Volunteers Policy, including in relation to assessing the suitability of prospective volunteers and obtaining checks required under this policy.

Training and supervision

Training and education is important to ensure that everyone in the school understands that child safety is everyone's responsibility.

Our school culture aims for all staff and volunteers (in addition to parents/carers and children) to feel confident and comfortable in coming forward with any allegations or suspicions of child abuse or child safety concerns. We train our staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse. This training occurs annually or more often as required.

We also support our staff and volunteers through ongoing supervision to develop their skills to protect children from abuse, to promote the cultural safety of Aboriginal and Torres Strait Islander children and children from linguistically and/or diverse backgrounds, and the safety of children with a disability and vulnerable children.

New employees and volunteers will be inducted into the school, including by being referred to the Child Safety Policy (this document), the Child Safety Code of Conduct, and the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures on the school website. They will also be supervised regularly to ensure they understand our school's commitment to child safety, and that their behaviour towards children is safe and appropriate. All employees of our school will be monitored and assessed via regular performance review to ensure their continuing suitability for child-connected work. Any inappropriate behaviour will be reported by school staff to the Principal or Assistant Principal and will be managed in accordance with Kalianna School's Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures where required.

Reporting a child safety concern or complaint

The school has clear expectations for all staff and volunteers in making a report about a child or young person who may be in need of protection. All staff (including school council employees) must follow the school's Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures, and including following the [Four Critical Actions for Schools](#) if there is an incident, disclosure or suspicion of child abuse. Immediate actions should include reporting their concerns to DHHS Child Protection, Victoria Police and/or another appropriate agency and notifying the Principal or a member of the school leadership team of their concerns and the reasons for those concerns.

Kalianna School will never prohibit or discourage school staff from reporting an allegation of child abuse. The school will always take action to respond to a complaint in accordance with the school's Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures. In accordance with Action 4 of the Four Critical Actions for Schools, Kalianna School will provide ongoing support for students affected by child abuse.

The Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures can be found in hard copies in the Office, Principal Office and Staffroom.

Risk reduction and management

Kalianna School believes the wellbeing of children and young people is paramount, and is vigilant in ensuring proper risk management processes, found in the school's risk assessment register. The school recognises there are potential risks to children and young people and will take a risk management approach by undertaking preventative measures.

We will identify and mitigate the risks of child abuse in school environments by taking into account the nature of each school environment, the activities expected to be conducted in that environment and the characteristics and needs of all children expected to be present in that environment.

Kalianna School monitors and evaluates the effectiveness of the actions it takes to reduce or remove risks to child safety, more information can be found in the school's risk assessment register.

Listening to, communicating with and empowering children

Kalianna School has developed a safe, inclusive and supportive environment that involves and communicates with children, young people and their parents/carers. We encourage child and parent/carer involvement and engagement that informs safe school operations and builds the capability of children and parents/carers to understand their rights and their responsibilities. Our school is committed to supporting and encouraging students to use their voice to raise and share their concerns with a trusted adult at any time of need.

When the school is gathering information in relation to a complaint about alleged misconduct with or abuse of a child, the school will listen to the complainant's account and take them seriously, check understanding and keep the child (and/or their parents/carers, as appropriate) informed about progress.

The school will promote the Child Safe Standards in ways that are readily accessible, easy to understand, and user-friendly to children, including:

- All of our child safety policies and procedures will be available for the students and parents at Kalianna School to read online (school website and StaffShare Network) and in hard copy at the school's reception; Principal Office; School Social Officer Office; Professional Learning Community Office and the Staffroom for all staff and students to read at any time.
- PROTECT Child Safety posters will be displayed across the school
- School social media outlets and classdojo will inform students and the school community about the school's commitment to child safety, and strategies or initiatives that the school is taking to ensure student safety

Kalianna School will utilise the School-Wide Positive Behaviour framework and health and wellbeing programs such as Resilience, Rights and Respectful Relationships and Circle Solutions to deliver appropriate education to its students about:

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

Communications

This school is committed to communicating our child safety strategies to the school community through:

- Ensuring that the Child Safety Policy (this document), Code of Conduct, and the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedure are available on the school website
- Reminders in the school newsletter of our school's commitment to child safety
- Ensuring that child safety is a regular agenda item at school leadership meetings and staff meetings for discussion
- Discussing them, as appropriate, at school tours with prospective parents, at parent information sessions or in class, volunteer induction processes, and/or by placing posters throughout the school

Confidentiality and privacy

This school collects, uses and discloses information about particular children and their families in accordance with Victorian privacy law. The principles regulating the collection, use and storage of information is included in the Department of Education and Training's [Schools' Privacy Policy](#).

Related policies and documents

Related policies and documents include:

- Code of Conduct
- Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures
- Risk assessment register
- [Identifying and Responding to All Forms of Abuse in Victorian Schools](#)
- [Four Critical Actions for Schools](#)
- [Recording your actions: Responding to suspected child abuse – A template for Victorian schools](#)
- [Identifying and Responding to Student Sexual Offending](#)
- [Four Critical Actions for Schools: Responding to Student Sexual Offending](#)
- [School Policy and Advisory Guide – Duty of Care](#)
- [School Policy and Advisory Guide – Child Protection Reporting Obligations](#).

Policy evaluation and review

To ensure ongoing relevance and continuous improvement, this policy will be reviewed every 3 years. This policy was last updated in September 2020 and is scheduled for review in September 2023. The review will include input from students, parents/carers and the school community.

Approval

School Principal: Peter Bush



PROTECT



Child Safe Standards



PROTECT



Child Safe Standards

Principle of Inclusion

Kalianna School takes account of and makes reasonable efforts to accommodate the diversity of all children in implementing the Child Safe Standards, for example:

- Significant cultural events such as NAIDOC week are noted and/or celebrated.
- Specialist Staff (Wellbeing Team) are accessible within the school to support staff on supporting the needs of diverse families.
- Child Safety information, regarding students and families from diverse backgrounds is displayed in prominent and accessible places within the school and wider network (newsletters/student diaries/school handbook).
- School leadership takes account of diversity when making decisions regarding the Child Safe Standards.

Furthermore, the school's Child Safety Policy refers to the diversity of all children, and specifically mentions Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable.



PROTECT



CHILD SAFE STANDARD 1: Strategies to embed an organisational culture of child safety

Strategies outlined in this document include: Kalianna School (and the school council where relevant) have developed a Principal approved, Child Safety Policy, which includes a “Statement of Commitment to Child Safety”. This document outlines strategies to inform and embed an organisational culture of child safety. In accordance with the Ministerial Order on Child Safe Standards, Kalianna School ensures that appropriate guidance and training is provided to their staff and school council members “at least annually” on roles and responsibilities for managing the child abuse risks in the school environment, and the school’s current child safety standards.

Leadership/Administration

- The School’s Child Safety Policy, Child Safety Code of Conduct and Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures are diarised to be reviewed and updated every 3 years with current policies to be publically available.
- The Schools Child Safety Risk Assessment Register states staff who have been allocated specific child safety-related roles and responsibilities. The register is diarised to be reviewed and updated annually with an inbuilt action plan to address any identified gaps or areas for improvement. Current policies are to be publically available.
- Will ensure that child safety is an agenda item at Leadership/ staff meetings and/ school council meetings.
- Will follow the Department’s Recruitment in Schools guide to ensure child safe recruitment practices.
- Will ensure the prospective Volunteers and Visitors to the school comply with the relevant policies and procedures.

School Council

- Will undertake annual guidance and training on child safety, by viewing the Child Safe Standards School Council Training PowerPoint.

- Approve the Child Safety Code of Conduct to the extent that it applies to school council employees and members, and if updated, note the new document in school council meeting minutes.
- When hiring employees, ensure that selection, supervision and management practices are child safe and in accordance with the Recruitment in Schools Guide.

School Employees

- ALL SCHOOL STAFF must maintain familiarity with the school's Child Safety Policy, Child Safety Code of Conduct and Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures (plus Four Critical Actions For Schools) and act in accordance to the outlined legal obligations, procedures and expectations.
- ALL STAFF must complete annually
 - The Protecting Children – Mandatory reporting and other obligations online module
 - Watch the Commission for Children and Young People's video on Creating a Child Safe Organisation
 - Review of the Identifying and Responding to All Forms of Abuse in Victorian Schools
 - New employees read the school's Child Safety Policy, Child Safety Code of Conduct and Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures (plus Four Critical Actions For Schools), and maintain familiarity with these documents.
 - On induction to the school Volunteers are referred to the Child Safety Policy, the Child Safety Code of Conduct, and the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures on the school website.
 - Visitors will, as stated in the Visitors policy, follow instruction from school staff and abide by all relevant policies relating to appropriate conduct on school grounds including Child Safe Standards, Sexual Harassment Policy, Workplace Bullying Policy, Respect for School Staff, Statement of Values and School Philosophy.

Programs

Kalianna School will utilise the School-Wide Positive Behaviour framework and health and wellbeing programs such as Resilience, Rights and Respectful Relationships to deliver appropriate education to its students about Child Safety, in particular:

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

In addition Kalianna School will promote the Child Safe Standards in ways that are readily accessible, easy to understand, and user-friendly to children, including:

- All of our child safety policies and procedures will be available for the students and parents at Kalianna School to read.
- PROTECT Child Safety posters will be displayed across the school
- School newsletters (recommended once per term) will inform students and the school community about the school's commitment to child safety, and strategies or initiatives that the school is taking to ensure student safety

School Leadership will maintain records of the aforementioned strategies.



PROTECT



Child Safe Standard 2: A child safety policy

Kalianna School has a Principal approved Child Safety Policy. The Child Safety Policy is made publicly available in these ways

- publishing on the school's website
- Referred to via our social media outlets and clasdojo
- public display on school grounds

PROTECT



Child Safe Standard 3: Code of conduct

Kalianna School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage risky behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes and ethics as these apply to staff and other personnel.

The Principal and school leaders of Kalianna School will support implementation and monitoring of the Code of Conduct, and will plan, implement and monitor arrangements to provide inclusive, safe and orderly schools and other learning environments. The Principal and school leaders of Kalianna School will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and any other member of the school community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all school situations, including school camps and in the use of digital technology and social media.

Acceptable behaviours

As staff, volunteers, contractors, and any other member of the school community involved in child-related work individually, we are responsible for supporting and promoting the safety of children by:

- upholding the school's statement of commitment to child safety at all times adhering to the school's child safe policy
- treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities.
- listening and responding to the views and concerns of students, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/the safety of another child
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students
- promoting the cultural safety, participation and empowerment of students with culturally and/or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of students with a disability
- reporting any allegations of child abuse or other child safety concerns to the school's leadership
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse.
- if child abuse is suspected, ensuring as quickly as possible that the student(s) are safe and protected from harm.

Unacceptable behaviours

As staff, volunteers, contractors, and any other member of the school community involved in child-related work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- develop a relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts)
- exhibit behaviours or engage in activities with students which may be interpreted as abusive and not justified by the educational, therapeutic, or service delivery context.
- ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate

- discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting
- treat a child unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity.
- communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting etc) except where that communication is reasonable in all the circumstances, related to school work or extra-curricular activities or where there is a safety concern or other urgent matter
- photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes[1]
- in the school environment or at other school events where students are present, consume alcohol contrary to school policy [2] or take illicit drugs under any circumstances.

[1] SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/photoandfilm.aspx> . The policy says the school should get consent before taking and publishing photos of a student. This applies every time a photo is taken. The same policy applies for excursions and school activities.

[2] SPAG: <http://www.education.vic.gov.au/school/principals/spag/safety/pages/alcohol.aspx>. The policy says the school must obtain school council approval before alcohol can be consumed on school grounds or at a school activity. The policy says staff members should not consume alcohol during camps and excursions. It is silent on whether they can consume alcohol at other school events where students are present, this is a matter that the school needs to decide upon – draft text is provided in the guidance fact sheet



Child Safe Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse

The Principal ensures the school follows the Recruitment in Schools Guide to ensure the school's hiring practices are child safe.

School councils (for school council employees, unless delegated to the Principal) ensure that selection, supervision and management practices are child safe, including:

- Ensure that jobs involving child-connected work have a statement setting out the job's requirements and duties regarding child safety.
- Inform applicants for jobs involving child-connected work about the school's child safety practices (including the Code of Conduct).
- Complete suitability checks for the preferred candidate.
- Ensure that appropriate supervision and support arrangements are in place.
- The school follows their Volunteers and Visitors policies.
- The Child Safety Policy refers to the school's recruitment, supervision and management practices in place to protect children.



Child Safe Standard 5: Procedures for responding to and reporting suspected child abuse

The school has developed, a Principal approved, Child Safety Responding and Reporting Obligations (including Mandatory Reporting) policy and procedure document, and this along with the Four Critical Actions For Schools provides the clear expectations all staff and volunteers when making a report about a child or young person who may be in need of protection. These document are made publicly available and accessible by

- publishing on the school's website
- Social media and Class dojo
- public display of the Four Critical Actions on school grounds.



Child Safe Standard 6: Strategies to identify and reduce or remove risks of child abuse

Kalianna School develops, implements, records, and monitors risk management strategies by using a Child Safety Risk Assessment Register, approved by the Principal

Kalianna School monitors the effectiveness of the risk management strategies by:

- The Principal or another staff member reviews the Child Safety Risk Assessment Register (or other document) annually to make sure it is effective, up to date and reflects any changes in the school's environment (e.g. a particular reporting process has changed, a new campus has opened, the Principal has been notified of a risk related to
- At least annually, the Principal ensures appropriate guidance and training about child safety is provided to school staff in the following ways
- Staff complete the online module Protecting Children: Mandatory Reporting and Other Obligations
- Staff watch the Commission for Children and Young People's video on Creating a Child Safe Organisation
- Staff review of Identifying and Responding to All Forms of Abuse in Victorian Schools



Child Safe Standard 7: Strategies to promote child participation and empowerment

The school develops, and the Principal approves, strategies to deliver appropriate education about:

- Standards of behaviour for students attending the school
- Healthy and respectful relationships
- Resilience; and
- Child abuse awareness and prevention.

The school promotes the Child Safe Standards in ways that are readily accessible, easy to understand, and user-friendly to children by

- PROTECT poster is displayed in the school
- All Child Safe Standards documents are publicly available
- Staff will implement SW-PBS Framework and Resilience, Rights and Respectful Relationship programs according to the school's curriculum expectations