

# Child Safety Standards at Truganina South Primary School



## Contents Page

- Background to the Child Safe Standards
- Victorian Child Safe Standard Child Safety and Diversity
- Promoting the cultural safety of Aboriginal Children, cultural safety of children from culturally and/or linguistically diverse backgrounds and promoting the safety of children with a disability
- Related Policies are imbedded at the end of this document

### Child Safe Standards

**Standard 1:** Strategies to embed an organisational culture of child safety, including through effective leadership arrangements

**Standard 2:** A Child Safe Policy or Statement of Commitment to Child Safety

**Standard 3:** A Code of Conduct that establishes clear expectations for appropriate behaviour with children

**Standard 4:** Screening, supervision, training and other human resource practices that reduce the risk of child abuse by new and existing personnel

**Standard 5:** Processes for responding to and reporting suspected child abuse

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

**Standard 7:** Strategies to promote the participation and



# Statement of Commitment to Child Safety

Truganina South Primary School is committed to safety and the Wellbeing of all children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and an 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 will be the primary focus of our care and decision-making. Truganina South Primary School has zero tolerance for child abuse.

Everyone deserves to be treated with respect and dignity while keeping child safety paramount. We ensure that the children and young people at our school feel empowered and have every opportunity to have their voice heard in decisions that affect their lives. Particular attention is paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability. The TSPS community is a diverse and eclectic community and respect is given to the cultural diversity of child rearing practices while keeping child safety paramount.

Every person involved at TSPS has a responsibility to understand the important and specific role he/she plays 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.

## Our school's principles for child safety

In planning, decision-making and operations Truganina South Primary School will:



1. Take a preventative, proactive and participatory approach to child safety.
2. Value and empower children to participate in decisions which affect their lives.
3. Foster a culture of openness that supports all persons to safely disclose risks of harm to children.
4. Respect diversity in cultures and child rearing practices while keeping child safety paramount;
5. Provide written guidance on appropriate conduct and behaviour towards children.
6. Engage only the most suitable people to work with children and have high quality staff and volunteer supervision and professional development.
7. 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 issues.
8. Report suspected abuse, neglect or mistreatment promptly to the appropriate authorities.
9. Share information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and 10. Value the input of and communicate regularly with families and carers.

## Background to the Child Safe Standards

Child Safe Standards raise awareness and help early childhood services become child safe environments.

The Child Safe Standards work by changing organisational culture to embed child safety in everyday thinking and practice. They aim to:

- Promote the safety of children
- Prevent child abuse
- Ensure organisations have processes in place to respond to and report all allegations of child abuse.

The Child Safe Standards were introduced in response to recommendations from the [Victorian Parliamentary Inquiry into the Handling of Child Abuse by Religious and other Non-Government Organisations](#). The Inquiry found that more must be done to prevent and respond to child abuse. The Child Safe Standards apply to all organisations that provide services for children, including early childhood services.

## Child Safe Standards

Truganina South Primary School is committed to the safety and wellbeing of all children and young people. As part of the Victorian Government's commitment to implementing the recommendations of the Betrayal of Trust report, there is a regulatory landscape (Ministerial Order No. 870)



surrounding child safety, underpinned by the Child Safe Standards. This order came into operation on the 1st of August 2016.

In response to this legislation the Truganina School Well-being Team, Leadership Team, staff and School Council undertake an annual-review of the Student Engagement and Wellbeing Policy, our Statement of Commitment to Child Safety and our Truganina Code of Conduct.

The child safe standards have been introduced in Victoria to achieve a zero-tolerance approach to child abuse.

Following the release of the Betrayal of Trust report the Victorian Government introduced the compulsory minimum standards that apply to organisations that provide services for children to help protect children from abuse. To comply with the compulsory Child Safe Standards, the School must include the following principles as part of each standard:

- promoting the cultural safety of Aboriginal children
- promoting the cultural safety of children from culturally and/or linguistically diverse backgrounds
- promoting the safety of children with a disability.

To create and maintain a child safe organisation, the School must have:

- Strategies to embed an organisational culture of child safety, including through effective leadership arrangements.
- A child safe policy or statement of commitment to child safety.
- A code of conduct that establishes clear expectations for appropriate behaviour with children.
- Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel.
- Processes for responding to and reporting suspected child abuse.
- Strategies to identify and reduce or remove risks of child abuse.
- Strategies to promote the participation and empowerment of children.

## Child Safety and Diversity

Truganina Primary School is committed to creating a school community where all members of our school community are welcomed, accepted and treated equitably and with respect regardless of their backgrounds or personal attributes so that they can participate, achieve and thrive at school.

Truganina Primary School acknowledges and celebrates the diversity of backgrounds and experiences in our school community and we will not tolerate behaviours, language or practices that label, stereotype or demean others. Truganina South Primary School will:

- ensure that all students and members of our school community are treated with respect and dignity
- ensure that students are not discriminated against and where necessary, are accommodated to participate in education and all school activities (e.g. schools sports, concerts) on the same basis as their peers
- acknowledge and respond to the diverse needs, identities and strengths of all students
- encourage empathy and fairness towards others
- challenge stereotypes that promote prejudicial and biased behaviours and practices
- contribute to positive learning, engagement and wellbeing outcomes for students
- respond to complaints and allegations appropriately and ensure that students are not victimised



- conduct a Literacy Intervention program, to enable students to develop the skills they need to thrive in the regular classroom
- ensure staff are well informed (professional learning) and supported in managing students with special conditions/needs
- regular Student Support Group and Case Planning meetings are conducted to support PSD and students with specific needs
- connect with external support agencies
- acknowledge and celebrate the cultural background of our students and families at Truganina South Primary School.
- PL on Trauma and support with students that are in Out of Home Care

School is committed to the safety and wellbeing of students. 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 enables them to thrive in their learning and development.

Everyone deserves to be treated with respect and dignity while keeping child safety paramount. We ensure that the students at our school feel empowered and have every opportunity to have their voice heard in decisions that affect their lives. Particular attention is paid to the cultural safety of Aboriginal students and students from culturally and/or linguistically diverse backgrounds, as well as the safety of students with a disability.

The SWPB Program and Respectful Relationships program led by the Wellbeing Team and SWPB working party, (Leading Teacher, Social Worker, Speech Therapist and Education Support Member) work in conjunction with all staff and extensive external support agencies, supports all students, especially the most vulnerable. The TSPS community is a diverse and eclectic community and respect is given to the cultural diversity of child rearing practices while keeping child safety paramount.

Bullying, harassment and other forms of inappropriate behaviour targeting individuals because of their personal attributes will not be tolerated in our school community. Students who may have experienced or witnessed this type of behaviour are encouraged to speak up and to let their teachers, parents or carers know about those behaviours to ensure that inappropriate behaviour can be addressed. Truganina South Primary School will take appropriate measures, consistent with its Student Wellbeing and Engagement and Bullying policies to respond to discriminatory behaviour or harassment at our school. Students that are involved in bullying or harassing others on the basis of their personal attributes will be supported to understand the impact of their behaviour.

TSPS also understands that it has a special obligation to make reasonable adjustments to accommodate students with disabilities. A reasonable adjustment is a measure or action taken to assist all students to participate in their education on the same basis as their peers. Reasonable adjustments will be made for students with disabilities through our Wellbeing Team and processes in consultation with the student, their parents or carers, their teachers and if appropriate, their treating practitioners.

## **Standard 1:**

### **Strategies to embed an organisational culture of child safety, including through effective leadership arrangements.**

Truganina South Primary School has the responsibility to embed a culture of child safety and ensure policies and procedures demonstrate zero tolerance of child abuse.



**To comply with this Standard, our school must:**

1. *Develop strategies to embed a culture of child safety at the school*
2. *Allocate individuals' roles and responsibilities for achieving these strategies*
3. *Inform the school community about the strategies and the allocated roles and responsibilities*
4. *Implement the strategies and inform the school community about the implementation*
5. *Periodically review the effectiveness of the strategies and continually improve them*

**Actions:**

Creating a culture of child safety is vital to lowering the risk of harm to children. Truganina South Primary School has:

- Developed a Child Safe Policy
- Developed a Child Safe Code of Conduct
- Conducted a Child Safe Risk Assessment
- Wellbeing and Engagement Policy
- Diversity Policy
- The school expects all staff to complete on-line modules each year related to child safety and mandatory reporting

Staff responsible for achieving these standards are:

**Principal:**

- ensure that the school has a culture for child safety
- ensure all staff, contractors and volunteers are aware of relevant laws, College policies and procedures
- ensure all staff, contractors and volunteers are aware of their obligations to observe the Child safety Code of Conduct
- ensure all adults within the college community are aware of their obligation to report suspected sexual abuse of a child, in accordance with the policies.
- ensure staff, contractors and volunteers undertake their child protection responsibilities
- deal with and investigating reports of child abuse

**Staff, Volunteers/Contractors** share in the responsibility for the prevention and detection of child abuse and must:

- Familiarise themselves with the relevant laws, the Child Safe Code of Conduct, the Child Safety Policy and procedures in relation to child protection and comply with all requirements
- Report any reasonable belief that a child's safety is at risk to relevant authorities and fulfil their responsibilities as mandatory reporters
- Report any suspicion that a child's safety may be at risk to Child Safety Officer or Principal
- Provide an environment that is supportive and inclusive of all children's emotional and physical safety

**Our school will:**

- Truganina South Primary School will communicate the Child Safe Policy and The Child Safe Code of Conduct through School newsletters, the School Website and other communication channels.
- Implement the strategies and inform the school community about the implementation will be kept informed about the implementation of these strategies as they occur via Newsletters, staff communication channels, School website, at School Council meetings, school portals.
- Inform the school community about the strategies and the allocated roles and responsibilities
- Annual review the effectiveness of the strategies and continually improve them.



## Standard 2:

### A child safe Policy or Statement of Commitment to Child Safety.

**To comply with this Standard, our school must:**

1. Clearly articulate the values and principles that guide it in developing a child safe school environment;
2. Set out the actions the school proposes to take to: • demonstrate its commitment to child safety matters
  - monitor its adherence to its child safety policy
  - support, encourage and enable school staff, parents and children to understand, identify, discuss and report child safety matters
  - support or assist children who disclose child abuse, or are otherwise linked to child abuse.
3. Inform the school community about the policy or statement, and make the policy or statement publicly available

**Actions:**

Truganina South Primary School has developed a Child Safe Policy that outlines the Schools commitment to Child Safety. The Child Safe Policy applies to all staff members, volunteers, School Council members and the parent community.

- The Child Safe Policy is the overarching document that provides key elements of the Schools approach to child safety.
- Any new member to the School will be taken through the Child Safe Policy as part of the induction process. Staff we have this reviewed through each school year.
- The policy is published on the School Website, on staff and Parent portals (e.g. Compass).
- The policy will be reviewed on an annual basis.
- Our Child Safe statements will be clearly displayed in the foyer of each campus and communicated on our website, via newsletter.
- Each community in the school has a child safe wall with the Child Safe Commitment and Seven standards in student friendly language and images.

## Standard 3:

### A code of Conduct that establishes clear expectations for appropriate behaviour with children

All Truganina South Staff must be covered by a Code of Conduct which addresses child safety. Schools should recognise and consider existing professional codes of conduct when developing child safety codes of conduct.

**To comply with this Standard, a school must:**

1. Have the objective of promoting child safety in the school environment



2. *Set standards about the ways in which adults are expected to behave with children connected with the school*
3. *Take into account the interests of school staff and other industry or professional codes that regulate certain staff*
4. *Take into account the needs of children from culturally and linguistically diverse backgrounds and children with disabilities*

**Actions:**

- Child safety code of conduct is communicated with staff and volunteers via:
- Professional Learning Meetings
- Website
- Induction days
- Clear expectations of staff
- Principal notice board
- Child safe culture

**Standard 4:**

**Screening, supervision, training and other human resource practices that reduce the risk of child abuse by new and existing personnel.**

Schools must ensure that recruitment processes are in place to manage and reduce the risk of child abuse. In addition, processes must be in place to ensure that there are appropriate staff induction programs, staff professional development and staff supervision arrangements to ensure a child safe environment.

***To comply with this Standard, a school needs to implement human resources practices that ensure:***

1. *Each job that involves child connected work has a clear statement of the job occupant's duties, responsibilities, and essential qualifications, experience (if any) and attributes*
2. *Job applicants are informed of the school's child safe practices*
3. *Comprehensive pre-employment screening procedures are undertaken for potential staff and volunteers that go beyond working with children check clearances*
4. *Specific procedures are implemented relating to child protection induction for staff and volunteers*
5. *Staff are trained with respect to the school's policies, codes, practices and procedures governing child safety*
6. *Ongoing procedures are in place to assess a person's performance in a job and their ongoing suitability for the role*

**Actions:**

Truganina South Primary School recruitment advertisements state that the School is committed to child safety. The Schools recruitment guidelines outlines the processes for reference checking.

- All teaching staff employed at Truganina South Primary School must be registered with VIT (Victorian Institute of Teaching)
- All staff must provide evidence of a Working with Children Check and Police record check prior to commencement and whenever entering the school for the first time.
- All volunteers must provide a Working with Children Check
- All CRT's (Casual Relief Teacher) must have a Working with Children Check
- All parents who volunteer for the classroom/excursions/camps must have a Working with Children Check
- TSPS will maintain records of the Working with Children Check receipt or card number.
- Through Staff induction, staff will sign the child safe code of conduct and child safe policy and have access to the documents





## **Standard 5:**

### **Processes for Responding to and reporting the suspected child safe abuse**

The Schools policies and procedures for reporting and responding to suspected child abuse must enable individuals to take the appropriate course of action to protect the safety of students.

***To comply with this Standard, a school needs to create a set of clear procedures for responding to allegations of suspected child abuse that:***

1. Comply with the Standards, the Ministerial Order and other legal obligations
2. Cover all forms of child abuse as defined in the Education and Training Reform Act 2006;
3. Apply to all allegations or disclosures of child abuse made by or in relation to a child, staff, visitors or others connected to the school
4. Identify people within the school who are responsible for promptly managing the school's response to an allegation or disclosure of child abuse, responding appropriately, and monitoring the school's overall compliance with reporting procedures (Child Safety Officers/Champions)
5. Includes a statement that fulfilling the roles and responsibilities contained in the procedures does not displace or discharge any other legal obligations that arise if a person reasonably believes that a child is at risk of child abuse
6. Clearly describe the actions the school will take to respond to an allegation of child abuse;
7. Do not prohibit or discourage school staff from reporting an allegation of abuse to a person external to the school
8. Do not state or imply that it is the victim's responsibility to report allegations to the police or other authorities
9. Do not require staff to make a judgment about the truth of the allegation of child abuse
10. Do not prohibit staff from making records in relation to an allegation or disclosure of child abuse
11. Are widely available so that all school staff and the school community are aware of the actions the school will take in response to an allegation of child abuse

### ***Actions and responses to comply with standard 5:***

- Truganina South Primary School has a Child Protection – Mandatory Reporting Policy and Mandatory Reporting Policy and Procedure which outline the procedures for responding to allegations of suspected child abuse in accordance with the Ministerial Order and other legal obligations, including criminal offences regarding grooming, failure to disclose and failure to report. These policies together with the Child Safe Policy applies to all staff involved in child-connected work at TSPS including outside of school hours.
- Truganina has appointed Sam Mahoney, Social Worker, as the Child Safe Officer at the College. She will be supported by all members of the Principal Team.
- All notifications made related to child safety or a response to an incident will be kept, collated and filed in the confidential filing cabinet located in the Administration building. The Child Safe Officer and Principal team will be responsible for the maintenance of these reports.
- All staff, after forming a reasonable belief that a child is at risk, will immediately follow procedures outlined in Responding to Incidents, Disclosures and Suspicions of Child Abuse

## **Standard 6:**



## **Strategies to Identify and Reduce or Remove Risk Child Abuse**

***To comply with this Standard, a school needs to develop and implement risk management strategies regarding child safety within the school that:***

1. Identify and mitigate the risk(s) of child abuse in the school environment
2. Take into account the nature of the school environment
3. Take into account the activities expected to be conducted within the school environment (including the provision of services by contractors or outside organisations)
4. Take into account the characteristics and needs of all children expected to be present in that environment
5. Include extensive record keeping procedures to record identified risks and specify the action(s) the school will take to reduce or remove the risks (risk controls)
6. Include the governing authority monitoring and evaluating the effectiveness and implementation of risk controls
7. Include the provision of guidance and training to the school's governing authority and staff, at least annually, detailing individual and collective obligations and responsibilities for managing the risk of child abuse, child abuse risks in the school environment, and the school's current child safety standards

### ***Actions and responses to comply with standard 6:***

- A risk assessment will be conducted each year and communicated with staff
- All programs are scrutinised to determine that all students can access and are inclusive of these programs. Students with disabilities, EAL, Aboriginal origin, are always considered when developing programs so that they are included and catered for. Eg camp program, outdoor education
- Our induction program will inform all new staff of our Child Safe polices, practices and expectations
- All staff will record details, using the Child Safe Incident Report template, of any incidences involving our students. These reports will be filed in a confidential area in the administration building.
- All Student Support Group [SSG] meetings will include reference to the child safe standards

## **Standard 7:**

### **Strategies to promote the participation and empowerment of children**

***To comply with this Standard, a school needs to:***

1. Develop strategies to deliver age appropriate education about standards of behaviour for students, healthy and respectful relationships (including sexual), resilience, and child abuse awareness and prevention
2. Promote the child safety standards required by the Ministerial Order in ways that are readily accessible, easy to understand and user-friendly to children
3. Recognise that children from culturally diverse backgrounds may require specific care and support regarding child safety issues, and implement strategies to achieve this
4. Recognise that children who have any kind of disability may require specific care and support regarding child safety issues, and implement strategies to achieve this

### ***Actions and responses to comply with standard 7:***



At Truganina South Primary School we raise awareness to our community by:

- Having a child safe display in the school office area for all the community entering the school to see
- Information on our school website
- The school promotes the Respectful Relationships program throughout the community
- Respectful Relationships program is run at every year level in our school.

In the Classroom Communities:

- All staff participate in Professional Development related to Respectful Relationships.
- All Communities have a child safe zone display with strategies, phone numbers, child safe statements in student friendly language for child too access
- Explicit teaching through SWPB lessons on Child Safety, personal safety and relationships.

We promote the participation of children by:

- Building their communication and leadership skills: student voice
- Students have created “child friendly 7 statements” with visuals to match
- Students establish and agree to their own class Code of Conduct (rules, expectations, and agreements) at the beginning of each year which are clearly displayed.
- Survey students seeking to find out about their safety at school (P-4 Transition Survey, 5-9 Attitude to School Survey). The results are shared with students seeking to understand more.
- Peer Mediation: training 5/6 students to problem solve and become mediators. The younger children develop confidence to approach the peer mediator to express their concerns
- All classrooms have a pastoral care aspect to the planning week where they use a chat circle/student conference as an opportunity for students to discuss matters which affect them.
- Conducting a meaningful consultation with students to inform the development of our Child Safe Policy – asking students about what makes them feel safe and unsafe at Truganina South Primary School.

We build cultural understanding and inclusivity by:

- Celebrating cultural diversity through a variety of programs and school events which include parent/community participation
- We show respect for the Indigenous culture by flying the Aboriginal flag, and acknowledging the traditional owners at the start of every day in each Community and at Assemblies
- We promote all cultures through our curriculum
- We raise the profile and visibility of child safe policies and practices via: Our website
- Posters and other resources displayed around the
- Artwork around the school promotes cultural understanding



TSPS Child Safe Policy 2019.pdf



TSPS Child Safe Code of Conduct Po



Student Engagement and In



GUIDE mandreportsep10.p



DET-Equal-Opportu nity-anti-discriminat



FourCriticalActions\_ ChildAbuse.pdf



FourCriticalActions\_ SSO.pdf



PROTECT RISK ASSESSMENT 2019.p



TSPS Mandatory Reporting Policy 201



NEW Template - Disclosure or Report

