



Kinglake Primary School

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Kinglake Primary School's Commitment to Child Safety in accordance with the Victorian Governments Ministerial Order 870.

Rationale

In 2013, the Victorian Parliament held an inquiry into the Handling of Child Abuse, resulting in the Betrayal of Trust Report. As a result the Victorian Government has mandated that all organisations who work with children, including schools, meet the Child Safe Standards.

Children have the right to be safe and protected, including at school. It is important that you feel confident that your child is safe and well in the care of their school.

At Kinglake Primary School, we are responsible for keeping our children safe.

Schools have to meet legal requirements for the care, safety and welfare of students.

From 1 August 2016, all schools are required to meet child safe standards to achieve a zero tolerance to child abuse.

Our Vision

Kinglake Primary School staff endeavor, in partnership with families, to develop independent learners through the provision of a wide range of learning choices for students to demonstrate their understandings.

We endeavour to nurture our students to become well-adjusted individuals, who will strive to reach their full potential and who understand the importance of becoming lifelong learners.

We promote a social responsibility through the use of the School Wide Positive Behavior Support Program which capably prepares our students for understanding the importance of working cooperatively with others.

Our School Values

VISION

Kinglake Primary School seeks to build a caring community of life-long learners that

- values
- supports, and
- nurtures

the development of each individual.

Through comprehensive and engaging programs, Kinglake Primary School aims to develop, in all members of the school community, the skills and confidence to **participate in and contribute to** the world in which we live.

VALUES

At Kinglake Primary School, students, parents, and staff work together to form a cohesive community. The curriculum is student-focused, meaningful and challenging, and ensures positive outcomes for all students. The school program is:-

- * **Inclusive** - All children participating and achieving success
- * **Integrated** - Learning-rich activities leading to depth of understanding and knowledge
- * **Cooperative** - Activities developing and building cooperative and friendly behaviour
- * **Professional team work** - Planning, implementing and evaluating together, sharing the decisions

In our community these values are demonstrated when:

- Students have the opportunity to learn in a positive, caring environment and are encouraged to become self-motivated lifelong learners
- Diversity is seen as enriching our school and is valued and respected
- Partnerships between students, staff, parents and the wider community are fostered and valued
- Students are encouraged to work cooperatively and collaboratively with their peers and other members of the school community, and to be active responsible citizens
- Students are expected to take responsibility for their learning and their behaviour
- All community members are working towards a shared goal
- Students and staff work hard despite problems or obstacles.

In addition, Kinglake Primary School:

- Has zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- Has a legal and moral obligation to contact authorities when we are concerned about a child's safety, which we follow rigorously
- Is committed to preventing child abuse and identifying risks early, and removing and reducing these risks
- Has robust human resources and recruitment practices for all staff and volunteers
- Is committed to regularly training and educating our staff and volunteers on child abuse risks
- Supports and respects all children, as well as our staff and volunteers.
- Is committed to the cultural safety of Aboriginal and Torres Strait Islander (ATSI) children, the cultural safety of children from culturally and/or linguistically diverse backgrounds
- Provide a safe and inclusive environment for children with a disability
- Has specific policies, procedures and training in place that support our leadership team, staff and volunteers to achieve these commitments.

Our children

The children at Kinglake Primary School are empowered, vital and active participants. We involve them when making decisions, especially about matters that directly affect them. We listen to their views and respect what they have to say. We promote diversity and tolerance and people from all walks of life and cultural backgrounds are welcome. In particular we:

- promote the cultural safety, participation and empowerment of ATSI children
- promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds
- ensure that children with a disability are safe and can participate equally.

Our staff and volunteers

This policy guides our staff, parent helpers and volunteers on how to behave with children. All of our staff, parent helpers and volunteers must agree to abide by our code of conduct which specifies the standards of conduct required when working with children.

Training and supervision

Training and education is important to ensure that everyone at Pyalong Primary School understands that child safety is everyone's collective responsibility.

Our culture aims for all staff, students and community members to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns. We train our staff to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

We support our staff through ongoing Professional Development to: develop their skills to protect children from abuse; and promote the cultural safety of ATSI children, the cultural safety of children from linguistically and/or diverse backgrounds, and the safety of children with a disability.

We ensure all staff and volunteers understand Kinglake Primary School's commitment to child safety and that everyone has a role to play in protecting children from abuse, as well as checking that their behaviour towards children is safe and appropriate.

Any inappropriate behaviour will be reported through appropriate channels, including the Department of Health and Human Services and Victoria Police, depending on the severity and urgency of the matter. ***Please refer to Code of Conduct**

Recruitment

We take all reasonable steps to employ skilled people to work with our children. We develop selection criteria and advertisements which clearly demonstrate our commitment to child safety and an awareness of our social and legislative responsibilities. Kinglake Primary School understands that when recruiting staff and volunteers we have ethical as well as legislative obligations.

We actively encourage applications from ATSI people, people from culturally and/or linguistically diverse backgrounds and people with a disability.

All people engaged by Kinglake Primary School, including volunteers and tradespeople, are required to hold a valid Working with Children Check and to provide evidence of this.

We carry out reference checks to ensure that we are recruiting the right people.

Fair procedures for personnel

The safety and wellbeing of children is our primary concern. We are also fair and just to personnel. The decisions we make when recruiting, assessing incidents, and undertaking disciplinary action will always be thorough, transparent, and based on evidence.

We record all allegations of abuse and safety concerns, as well as including investigation updates.

Privacy

All personal information considered or recorded will respect the privacy of the individuals involved, whether they be staff, volunteers, parents or children, unless there is a risk to someone's safety.

We have safeguards and practices in place to ensure any personal information is protected.

Everyone is entitled to know how this information is recorded, what will be done with it, and who will have access to it.

Legislative responsibilities

Kinglake Primary School takes our legal responsibilities seriously, including:

- Failure to disclose: Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.
- Failure to protect: People of authority at Pyalong Primary School will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.
- Any personnel who are mandatory reporters must comply with their duties.

Risk management

In Victoria, organisations are required to protect children when a risk is identified (see information about failure to protect above).

In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children.

We have risk management strategies in place to identify, assess, and take steps to minimise child abuse risks, which include risks posed by physical environments (for example, any doors

that can lock), and online environments (for example, no staff or volunteer is to have contact with a child in organisations on social media as per Kinglake Primary School's ICT Policy).

Regular review

This policy will be reviewed every two years and following significant incidents if they occur. We will ensure that families and children have the opportunity to contribute. Where possible we do our best to work with local ATSI communities, culturally and/or linguistically diverse communities and people with a disability.

Allegations, concerns and complaints

Kinglake Primary School takes all allegations seriously and has practices in place to investigate thoroughly and quickly. Our staff are trained to deal appropriately with allegations.

We work to ensure all children, families, staff and volunteers know what to do and who to tell if they observe abuse or are a victim, and if they notice inappropriate behaviour.

We all have a responsibility to report an allegation of abuse if we have a reasonable belief that an incident took place (see information about failure to disclose above).

If an adult has a reasonable belief that an incident has occurred then they must report the incident. Factors contributing to reasonable belief may be:

- a child states they or someone they know has been abused (noting that sometimes the child may in fact be referring to themselves)
- behaviour consistent with that of an abuse victim is observed
- someone else has raised a suspicion of abuse but is unwilling to report it
- observing suspicious behaviour.

Key Links to this Policy:

- Mandatory Reporting Policy
- Duty of Care Policy and Procedures
- Recruitment Policy
- Working with Children Check Policy
- Student Welfare Policy
- Student Wellbeing Policy
- Internet Usage Policy and Acceptable Use of ICT Contract
- Visitors Policy
- Media Policy

Date Implemented 7th December, 2016

Approved By Sch School Council

Date Policy Ratified 16th November, 2016

Responsible for Review School Council

Review Date November 2017

This policy will be reviewed annually as part of the school's three - year review cycle.