



<b>Policy #36</b>	<b>SerD - POL - Child Safety</b>
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<b>Applies to:</b> Whole of Organisation
<b>Specific responsibility:</b> Chief Executive Officer, Program Managers
<b>Definitions:</b> Refer to Schedule of Definitions

<b>Version: 2</b>
<b>Last Date approved:</b> 11/03/2019
<b>Next review date:</b> 30/10/2021

## POLICY STATEMENT

**Social Futures staff will promote a culture of child safety to protect children and young people from abuse and promote their interests.**

## PURPOSE

To provide a clear statement of our commitment to preventing harm to children and young people and guide staff on how to behave with children and young people.

**OBJECTIVES** To promote a culture of child safety by:

- Encouraging children to participate, listening to their views and respecting what they say
- Screening staff and volunteers – Working with Children Checks, National Police Checks and reference checks
- Providing yearly Child Protection training for all staff
- Identifying, controlling and managing risks
- Encouraging children to make complaints and / or provide feedback
- Managing complaints and allegations
- Preserving Privacy
- Encouraging children and young people to use self-protective strategies and understand their rights
- Promoting the bystander approach principles to support a child safe culture
- Communicating clearly
- Developing and reviewing policy and procedure
- Engaging all staff in child safe thinking
- Helping children to understand the difference between appropriate, inappropriate and criminal behaviour
- Ensuring staff uphold and model our Code of Conduct

## Mandatory reporting, exchange of information and collaboration



# Social Futures

We will report all risks of significant harm. Where concerns are below the threshold for reporting risk of significant harm, we will provide services in line with 'Keep Them Safe' guidelines.

When we make a report of significant harm we will tell parents, carers and significant others, unless this would compromise the safety of a child, young person or worker.

We will collaborate and coordinate with individuals and organisations to keep children safe.

<b>Policy context:</b> This policy relates to		
Standards or other external requirements	Australian Service Excellence Standards Family Relationships Services Standards National Home Care Standards NSW Disability Services Standards NSW Good Practice Guidelines	
Legislation or other requirements	<i>Table 1 (Legislation)</i> Privacy Act 1988 (Clth) Child Protection (Working with Children) Act 2012 (NSW) Children and Young Persons (Care and Protection) Act 1998 (NSW) Guardianship Act 1987 (NSW) Ombudsman Act 1974 (NSW)	
<b>Reviewing and approving this policy</b>		
Frequency	Person responsible	Approval
Two years	Chief Executive Officer	Board

<b>Policy review and version tracking</b>			
Review	Date Approved	Approved by	Next Review Due
1	27/09/2016	Board	25/10/2018
2	11/03/2019	Board	31/10/2021
3			

<b>Documents related to this policy</b>	
Related policies	Values, Vision and Purpose Code of Ethics and Conduct Legal and Contractual Compliance



# Social Futures

	<ul style="list-style-type: none"><li>Privacy</li><li>Information and Knowledge Management</li><li>Risk Management</li><li>Staff Recruitment and Induction</li><li>Performance Management</li><li>Volunteers</li><li>Feedback and Complaints</li><li>Rights of Service Users</li><li>Duty of Care</li><li>Responsive Service Delivery</li><li>Advocacy and Support</li></ul>
Related procedures	<ul style="list-style-type: none"><li>Practice Framework</li><li>Risk Management Framework</li><li>Code of Ethics and Conduct</li><li>Refer Policy and Procedure List</li></ul>