

*The Currajong School takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures, and practices meet all **Child Safe Standards as specified in Ministerial Order No. 870 (2015)***

The School Board is required to inform the school community of the school's Commitment to Child Safety as well as the Code of Conduct which applies to all members of The Currajong School community.

Our School's procedures for responding to and reporting allegations of suspected child abuse must be made available to the school community.

The school community includes members of the School Board, the Principal, staff, students, parents/carers and families, volunteers, consultants and all visitors to the school.

#### **KEY MESSAGES TO COMMUNICATE**

- The Currajong School takes a zero-tolerance approach to child abuse
- Keeping children safe is the responsibility of everyone in the school community and the new Child Safety Standards apply to us all
- Policies and processes which comply with the new Child Safety Standards are in place at our School to protect the care, safety and welfare of children
- There are clear guidelines in place about how adults in our school community may interact with children
- Matters which all members of the school community need to be informed of are what 'zero tolerance' means to us, the roles and responsibilities which adults have for child safety, and our Schools procedures to respond to and report complaints relating to any form of child abuse
- Staff and volunteers at our School receive ongoing training and support in order to properly carry out their responsibilities under the Child Safety Standards
- Consultants who may be working here at school with children will be advised of policies and processes which must be followed

#### **STAFF**

- School governing authorities which consult with staff about strategies, policies, procedures and practices for the Child Safety Standards will generally have better child safety outcomes and better informed teams
- Child safety will be a standing agenda item at staff briefing/meetings to consult on and to reinforce the school's commitment to child safety, to identify any potential risks, and to clarify continuing roles and responsibilities for staff members

- All Staff read and sign the Child Safe Code of Conduct annually
- On the staff server there is a dedicated folder for staff to access policies, procedures and resources that align to the Child Safe Standards
- Child Safe & Wellbeing folders are located in every classroom and office space, to ensure all staff have quick access to information required
- Posting child safety information on notice boards and on the school website and newsletters will help to reinforce the commitment of all staff members to protect children
- Reflective practices among staff in relation to child safety matters and communicating these to the wider school community is of the utmost importance
- Staff receive annual professional development on the Child Safe Standards
- Staff must complete the 'Mandatory Reporting' elearning module each year

### **VOLUNTEERS, CONSULTANTS AND VISITORS TO THE SCHOOL**

- Information on the school website and/or in written agreements about the requirement to adhere to The Currajong School's Commitment to Child Safety and Code of Conduct policies will be provided
- Child Safe Standards is a standing agenda item on all Board meetings
- A paragraph relating to volunteer, consultant and visitor responsibilities will be placed at the top of sign-in sheets and displayed prominently by the visitor book in the school office
- A summary of the school's commitment to Child Safety Standards will be added to printed visitor tags or a business card-sized handout of information given to volunteers, consultants and all visitors to the school
- Relevant child safety information will be included in enrolment and other information packs and volunteer induction kits
- School staff in regular contact with volunteers, consultants and visitors to the school will be expected to brief them about their child safety responsibilities
- Clear and friendly notices about Child Safety will be displayed around the school
- Training is provided annually for all volunteer Board Members
- All volunteers and contractors must sign the Code of Conduct, once per year when attending the school

### **FAMILIES**

Our school has various measures in place to communicate Child Safety Standards information with families including information on the school website, newsletter, and notice board displays and other forums.

Making communications as relevant as possible to families' own children and using a range of communication methods will maximise the chance of families receiving and responding to this important information. This may be achieved by:

- Sending an email from the Principal to each family including the child's name (Dear... I am writing to you about some important changes to Child Safety Standards that help to protect all our students, including your daughter ...)

- Frequently putting information on the Seesaw platform which is the main communication platform between school and home
- Hosting a meeting with the school's parent organisation to give families the opportunity to hear first-hand about the Child Safety Standards and to ask questions
- Consult with appropriate community members on whether the Child Safety strategies, policies, procedures and practices are inclusive of families of Aboriginal and Torres Strait Islander children, children with disabilities, children from culturally and linguistically diverse (CALD) backgrounds, and vulnerable children

## FURTHER INFORMATION

### Victorian Registration and Qualifications Authority

Child safe standards website (all schools): [www.vrqa.vic.gov.au/childsafestandards](http://www.vrqa.vic.gov.au/childsafestandards)

### The Victorian Institute of Teaching

For *Victorian Teaching Profession Codes of Conduct and Ethics* and information about employer responsibilities to report action taken against registered teachers in response to allegations and concerns about registered teachers.

Website: [www.vit.edu.au](http://www.vit.edu.au)

## EVALUATION

This policy will be reviewed as per our three-year review cycle or more often if necessary due to changes in regulations or circumstances.

Approval date:	Approved by:	Next review:
October 2021	School Board	October 2024



The Currajong School acknowledges the traditional owners of this country throughout Australia and their continuing connection to land and community. We pay our respects to them and their cultures and to the Elders past, present and emerging.