

## Child Safe Standard 1: Strategies to embed a culture of Child Safety

Mount Clear College is committed to embedding a child safe culture by implementing the following strategies

### School Council

Strategy	Action	Responsibility
The school governing authority (School Council) communicates that it has a <b>zero tolerance of child abuse.</b>	Statement of commitment to appear on the school website	Principal and School Council President
	Statement in the school newsletter	Principal and School Council President
Child Safety is a standing item for discussion at meetings of the school governing authority	Child safety to be a standing agenda item	Principal and School Council president
Child safety strategies are developed and enhanced through ongoing review of the effectiveness of practice	This statement to be reviewed annually by School Council	Principal and School Council President
An appropriate reporting process is in place for child abuse that includes overseeing outcomes	This statement that outlines the reporting process is developed and reviewed annually School Council	Principal
The school governing authority oversees the implementation and improvement of child safety strategies	Achieved through actions listed above	All members of the School Council
The governing authority communicates with the school community about the school's child safety strategies and their implementation.	Statement of commitment to child safety appears on the school website.	Principal and School Council President
	Statement made in the school newsletter at least once per year	Principal and School Council President
The school reports on child safety in its annual report	Mention of child safety made in the Annual Report	Principal

### School Staff (includes contractors and volunteers)

Strategy	Action	Responsibility
Ensuring awareness of the child safety strategies in place at our school and the allocated roles and responsibilities assigned to staff	<p>Induction in child safety for all staff (including contractors and volunteers)</p> <p>Leadership Team to agenda child safety as a standing item at each meeting</p> <p>Child safety is a standing item for discussion at whole staff meetings at least once each term. In a calendar year this will include training with regards to:</p> <ul style="list-style-type: none"> <li>• Communicating our whole school approach to child safety and the responsibilities of all staff in acting accordingly</li> <li>• Signs of child abuse and reportable conduct</li> <li>• Communicating how to report and the process for reporting child abuse, inappropriate conduct and student sexual offending</li> <li>• Completion of Mandatory Reporting eLearning Module</li> <li>• Cultural competency training</li> <li>• Performance appraisal procedures to review the suitability of existing staff</li> </ul>	Principal, Assistant Principal and Student Services Coordinator
Pre-employment reference checks that include checking for child safety through	<p>Pre-employment checks to include:</p> <ul style="list-style-type: none"> <li>• Checking of identification for staff as part of recruitment</li> <li>• Criminal history checks and confirming currency of Working With Children Check (WWCC)/Victorian Institute of teaching registration (VIT)</li> <li>• Obtaining verified academic transcripts for staff as part of recruitment</li> <li>• Query gaps in employment history</li> <li>• References checks with previous employers and other relevant contacts</li> </ul>	Principal
Foster a culture of openness with approachable and supportive leadership	Leadership to always role model a willingness to listen and respond appropriately to all situations without favour or bias.	All principal class

### Children

Strategy	Action	Responsibility
Children are made aware of how to detect and report inappropriate behaviour	<p>Resilience, rights and respectful relationships curriculum is delivered via our HAPE and Mentor program</p> <p>School Wide Positive Behaviours</p> <p>These programs will include</p>	Principal class, Leading Teachers, Student Services Coordinator, Student Wellbeing

Children are encouraged to report inappropriate behaviour	<ul style="list-style-type: none"> <li>• Helping students to identify situations when they feel unsafe</li> <li>• Informing students as to how to report inappropriate behaviour</li> <li>• Encourage students to report inappropriate behaviour</li> <li>• Display PROTECT posters and Child Safety Reporting Process at Mount Clear College flow chart in student populated areas including reminders once per term in assemblies</li> </ul>	
Our school has nominated contact persons who the students can approach in relation to child safety	<p>Nominated contact persons to be</p> <ul style="list-style-type: none"> <li>• Principal</li> <li>• Assistant Principal</li> <li>• Leading Teacher</li> <li>• Student Services Coordinator</li> <li>• Student Wellbeing (SHAAC)</li> </ul>	Principal Assistant Principal Leading Teacher Student Services Coordinator Student Wellbeing (SHAAC)
Our school has a Child safety reporting procedure	<p>Mount Clear College has a policy and procedure Responding and Reporting Obligations (including mandatory reporting) available on</p> <ul style="list-style-type: none"> <li>• Compass</li> <li>• Mount Clear College website</li> </ul>	Principal and Student Services Coordinator
The school provides counselling and other resources to support children	<p>Considered response is implemented in all cases where child safety concerns have been raised including counselling for effected students.</p>	Principal, Assistant Principal Student Services Coordinator Student Wellbeing

## Environment

Strategy	Action	Responsibility
The school has child safety strategies in place for all physical school environments	<p>The school has a Child Safe Policy that includes strategies managing physical environments. This will include</p> <p>Regularly reviewing the physical environment to ensure all risk are identified and managed</p> <p>Assessing new or changed physical environments for child safety risks</p> <p>Supervising or monitoring activities</p>	Principal
The school has child safety strategies for its online environment (eg: intranets, online learning systems and social media)	<p>The school has a Child Safe Policy that includes strategies for managing online learning environments. This will include</p> <ul style="list-style-type: none"> <li>• Clear boundaries of roles between staff and students, including all staff, contractors and volunteers to sign the Child Safe Code of Conduct</li> <li>• Proactive strategies to detect inappropriate behaviour such as online searches (Google, Facebook etc)</li> <li>• The school to become an eSmart school</li> <li>• All students sign a ICT responsible use agreement</li> </ul>	Principal, Assistant Principal, Student Services Coordinator, Assistant Principal in charge of ICT

## Review Cycle and Evaluation

<b>Version Date</b>	October 2018, additional update June 2020 with new PAL Hyperlinks
<b>Policy Date</b>	April 2021
<b>School Council Approval Date</b>	Not Required
<b>Person Responsible</b>	Student Services Coordinator
<b>Required Communication Methods</b>	Staff Handbook / Induction process / Staff Briefing / Bulletin School website / Compass / Newsletter School Council / Annual Staff and School Council Training Student Information Pack Student Forums / Communication
<b>Next Review Date</b>	April 2025
<b>References</b>	<ul style="list-style-type: none"> <li>• Child Safe Standard Code of Conduct</li> <li>• Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures</li> <li>• Risk assessment register</li> <li>• <a href="#">Identifying and Responding to All Forms of Abuse in Victorian Schools</a></li> <li>• <a href="#">Four Critical Actions for Schools</a></li> <li>• <a href="#">Recording your actions: Responding to suspected child abuse – A template for Victorian schools</a></li> <li>• <a href="#">Identifying and Responding to Student Sexual Offending</a></li> <li>• <a href="#">Four Critical Actions for Schools: Responding to Student Sexual Offending</a></li> <li>• <a href="#">School Policy and Advisory Library – Duty of Care</a></li> <li>• <a href="#">School Policy and Advisory Library – Child Protection Reporting Obligations.</a></li> <li>• Mount Clear College Child Safe Policies <a href="http://www.mountclearsc.vic.edu.au">www.mountclearsc.vic.edu.au</a></li> </ul>