

SCHOOL CHILD SAFE POLICY

1. PURPOSE:

The Child Safe Policy sets out the school's approach to creating a child safe organisation where children and young people are safe and feel safe; and provides the policy framework for the school's approach to the Child Safe Standards.

2.0 SCOPE:

This policy will apply to all staff members, volunteers, contractors and whether or not they work in direct contact with children across a range of school forums.

3.0 STATEMENT OF COMMITMENT & PRINCIPLES

Chatham Primary School is committed to safety and well-being of all children and young people. This will be the primary focus of our care and decision-making.

Chatham Primary School has zero tolerance for child abuse.

Chatham Primary School is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives.

Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of the children with a disability.

Every person involved in Chatham Primary School 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.

In its planning, decision-making and operations, Chatham 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 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.

4.0 GUIDELINES FOR ACTION:

A Child-Safe Culture

- 4.1 Whilst we actively encourage an inviting and open school, the safety of our students, staff and resources remain our highest priorities.
- 4.2 Visitors are defined as all people other than staff members and students.
- 4.3 All visitors will be required to report to the administration office prior to undertaking any activity within the school. They will be required to sign a "Visitors" book (Refer to Privacy Policy 1.0 Purpose) and if the visitor is a non-school community member, they will be assigned a "Visitors" badge which they must wear at all times within the school. Similarly, visitors will be required to report to the administration office at the end of their visit to "sign out" in the Visitors book and return their visitor's badge.
- 4.4 Visitors will be provided with directions, including where adult restrooms are located, and will be made aware of any construction works etc. that may impact upon their safety or comfort.
- 4.5 The above-mentioned process for monitoring visitors will be regularly communicated in the school newsletter and as part of the induction process for new contractors.
- 4.6 Under the Summary Offences Act 1966, the principal reserves the right, and has the authority to prohibit any potential visitor from entering or remaining within the school, and also has the authority to invite or exclude people from using or being within the school boundaries outside school operating hours.
- 4.7 The school's emergency management procedures will include all visitors within the school at the time of any emergency or practice drill.

5.0 BASIS OF DISCRETION

- 4.1 Where the Principal has deemed it impractical, school events open to the school's community to attend will not require visitors to sign in.

Status:

Approved by School Council – 2014

Policy Review Date: 2017