CHILD SAFE POLICY

Regent College's Child Safe Policy implements and is to be read, and understood, in conjunction with the National Principles for Child Safe Organisations published by the Australian Human Rights Commission.

This Child Safe Policy is published on our College's public website and provided to new staff, and to direct contact volunteers at induction.

Purpose

Our Child Safe Policy which includes our Statement of Commitment to Child Safety and Wellbeing, was written to demonstrate the strong commitment of the College to child safety, and to provide an outline of the policies and practices that we have developed to keep our students safe, including from abuse or other harm.

It is an overarching policy that provides the key elements of our approach to the College as a child safe organisation and sets the tone for the College's entire Child Safety Program.

The Child Safe Policy provides the framework for:

- the implementation of the National Principles for Child Safe Organisations
- the development of work systems, practices, policies and procedures that promote child protection, safety and wellbeing within the College
- the creation of a safe and supportive College environment and a positive and robust child safe culture
- the promotion and open discussion of child safety issues within the College and
- compliance with all laws, regulations and standards relevant to child protection and child safety in Western Australia.

Scope

The College's Child Safe Policy applies to all adults in the College community, including Staff, Volunteers, Contractors, External Education Providers, parents/carers and other family members. This Policy applies in all College environments, both physical and online, and on-site and off-site College grounds (e.g. camps and excursions).

Statement of Commitment to Child Safety and Wellbeing

Regent College is committed to providing education and care to children and young people in an environment where they feel safe and supported. The College is committed to ensuring the safety, welfare and wellbeing of all children and young people at the College and is dedicated to protecting them from abuse and grooming by implementing robust procedures to deter abuse and grooming and facilitate detection and reporting to the College.

At Regent College we have a zero tolerance for child abuse and grooming. The College regards its child safety responsibilities with the utmost importance and is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and to maintain safe and supportive College physical and online environments for all children and young people.

Child Safety Principles and Standards

National Principles for Child Safe Organisations

The National Principles for Child Safe Organisations (National Principles) were developed by the Australian Human Rights Commission in response to recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse. The National Principles are comprised of 10 Principles that were informed by, but go further than, the 10 Child Safe Standards recommended by the Royal Commission. They are:

Children and Young People's Rights to Safety, Information and Participation

Regent College is a child safe and child-centred organisation. Our environment is friendly and welcoming to all children and young people.

We actively seek to include students in decisions that affect them. This includes decisions about organisational planning, delivery of services, management of facilities, and classroom learning and assessment environments.

We ensure students know about their rights to safety, information and participation. We recognise the importance of friendships and support from peers. We actively seek to understand what makes students feel safe in our organisation and regularly communicate with students about what they can do if they feel unsafe.

Parents/Carers, Families and Community Involvement at the College

The College recognises that parents and carers have the primary responsibility for the upbringing and development of their children. We ensure they participate in decisions affecting their children.

We ensure families and relevant communities know about the College's operations and policies, including its Child Safe Policy and Child Safety Codes of Conduct, record keeping practices, risk management, and complaints and investigation processes.

We actively seek to include families and relevant communities in decisions about organisational planning, delivery of services, management of facilities, and classroom learning and assessment environments.

We build cultural safety at the College through partnerships with relevant communities.

Valuing Diversity in the College Community

Our College values diversity and does not tolerate any discriminatory practices. To achieve this, we:

- support the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students and their families
- support the cultural safety, participation and empowerment of students from culturally and/or linguistically diverse backgrounds and their families
- welcome students with disability and their families and act to promote their participation
- seek to recruit a workforce that reflects a diversity of cultures and abilities
- ensure all Staff and Direct Contact Volunteers have training about Aboriginal and Torres Strait Islander cultures, disability, culturally and/or linguistically diverse backgrounds, and those with particular experiences or needs
- have a physical environment that actively celebrates diverse cultures and recognises cultural difference
- commit to promoting the inclusion of students of differing abilities.

Our Child Safety Program

Regent College is committed to the effective implementation of our Child Safety Program and ensuring that it is appropriately reviewed and updated. We adopt a risk management approach by identifying key risk indicators and assessing child safety risks based on a range of factors including the nature of our College's activities, physical and online environments and the characteristics of the student body.

Our Child Safety Program relates to all aspects of protecting children from abuse, grooming and other harm and establishes work systems, practices, policies and procedures to protect children from abuse and to promote a child safe environment. It includes:

- Child Safe Codes of Conduct
- clear information as to what constitutes child abuse, grooming and other harm and associated key indicators of child abuse, grooming and other harm
- clear procedures for responding to and reporting child safety incidents or concerns internally, and for responding incidents or allegations of child abuse, grooming or other harm
- strategies to support, encourage and enable Staff, Volunteers, Contractors, External Education Providers, parents/carers and students to understand, identify, discuss and report child safety matters
- procedures for recruiting and screening members of the Senior Leadership Team, Staff, Volunteers and Contractors
- procedures for reporting to external agencies, including Mandatory Reporting to the Department of Communities and Reporting to Police and Reportable Conduct
- pastoral care strategies designed to empower students and keep them safe
- strategies to support and encourage the participation and inclusion of Aboriginal and Torres Strait Islander students, students from culturally and/or linguistically diverse backgrounds and students with disability
- child safety training
- information regarding the steps to take after a disclosure of abuse, grooming or other harm to protect, support and assist children
- guidelines with respect to record keeping and confidentiality
- policies to ensure compliance with all relevant laws, regulations and standards (including the National Principles for Child Safe Organisations)
- a system for continuous review and improvement.

As a part of Regent College's induction process, all Staff as well as Direct Contact Volunteers and relevant Contractors are required to complete induction in our child safety policies, practices and procedures. All

Staff, as well as Direct Contact Volunteers also receive refresher and ongoing child safety training at least annually.

Staff and Regular Volunteers are supported and supervised by the College Principal and Senior Leader Team to ensure that they are compliant with the College's approach to child safety.

Reporting Child Safety Incidents or Concerns to the College

Our Child Safety Program provides detailed guidance for Regent College Board members, staff, volunteers and contractors on how to identify key indicators of child abuse, grooming and other harm and how to report child safety incidents or concerns internally at the College. It also contains detailed procedures with respect to the reporting of child safety incidents or concerns to relevant external authorities.

Students at the College are provided with information about and encouraged to use multiple pathways to raise child safety incidents or concerns about or at the College. These include informal and formal ways, an 'anonymous' way, and through external child advocacy or child safety organisations.

Parents/carers, family members and other community members who have child safety concerns or who suspect that a child or young person associated with the College may be subject to abuse, grooming or other harm can contact the College's Principal, Derek Nicholls, by phoning 9470 4569 or emailing derekn@regentcollege.wa.edu.au, or if the concern relates to the Principal, the Chair of the Board.

Any person can also contact the Principal or the Chair of the College Board if they have concerns regarding the College's leadership in relation to child safety.

Communications will be treated confidentially on a "need to know basis".

Whenever there are concerns that a child or young person is in immediate danger the Police should be called on 000.

Responsibilities for Child Safety at the College

Child safety is everyone's responsibility. All adults in the College community have a shared responsibility for contributing to the safety and protection of students. Specific responsibilities include:

The College Principals

Our Principal and Deputy Principal receive additional specialised training with respect to child safety and protection issues. They are a point of contact for raising child safety concerns within the College. They are also responsible for championing child safety within the College and assisting in coordinating responses to child safety incidents.

Our College Principals are:

Derek Nicholls - Principal
Jacqueline Quinlivan – Deputy Principal

Our Principal, Derek Nicholls is contactable by phone on 9470 4569 or by emailing:
deren@regentcollege.wa.edu.au

The Principal has additional child safety responsibilities, such as being a first point of contact for all child safety concerns or queries for the wider community and coordinating the College's response to child safety incidents in consultation with the Senior Leadership Team and Regent College Board.

Regent College Board

The Regent College Board is responsible for approving our Child Safety Program and ensuring that the College has appropriate resources to effectively implement the National Principles for Child Safe Organisations and our Child Safety Program.

The Principal

The Principal is responsible, and will be accountable for, the operational management of the College, and the Child Safety Program. The Principal is responsible for taking all practical measures to ensure that this Child Safe Policy and the College's Child Safety Program is implemented effectively and that a strong and sustainable child safe culture is maintained within the College.

The College Senior Leadership Team

Each member of the College Senior Leadership Team is required to ensure that appropriate resources are made available in their area of operations to allow the College's Child Safety Program to be effectively implemented within the College, and to support the Principal in the practical application of the College's child safety strategies, policies, procedures and work systems.

Staff

All Staff are required to comply with our Child Safe Policy and Child Safe Code of Conduct, be familiar with our Child Safety Program and understand their legal obligations with respect to the reporting of child abuse, grooming and other harm, and Working with Children Checks. It is each individual's responsibility to be aware of key indicators of abuse, grooming and other harm, to be observant, and to raise all child safety incidents and concerns with the College Principal.

Volunteers

All Volunteers at the College are responsible for contributing to the safety and protection of students in the College environment.

All Direct Contact and Regular Volunteers are required to comply with our Child Safe Policy and Child Safe Code of Conduct and understand their legal obligations with respect to the reporting of child abuse, grooming and other harm.

It is each individual's responsibility to be aware of key indicators of child abuse, grooming and other harm, to be observant, and to raise all child safety concerns to the College Principal.

Contractors

All Contractors engaged by the College are responsible for contributing to the safety and protection of students in the College environment.

All Contractors engaged by the College are required to comply with our Child Safe Policy and Child Safe Codes of Conduct. Direct Contract and Regular Contractors are required to understand their legal obligations with respect to the reporting of child abuse, grooming and other harm. The College may include this requirement in the written agreement between it and the Contractor.

Direct Contact and Regular Contractors include, for example, maintenance and building personnel, consultants, casual teachers, tutors, sports coaches and College cleaners. This also includes peripatetic music teachers and other extra-curricular teachers and instructors who are engaged by students and their families directly, rather than the College, but have an agreement with the College to use the College's facilities.

External Education Providers

An External Education Provider is any organisation that the College has arranged to deliver a specified course of study that is part of the curriculum, to a student or students enrolled at the College. The delivery of such a course may take place on College premises or elsewhere.

All External Education Providers engaged by the College are responsible for contributing to the safety and protection of children in all College environments. All External Education Providers engaged by the College are required by the College to comply with our Child Safe Policy and our Child Safety Codes of Conduct.

Regent College may include this requirement in the written agreement between it and the External Education Provider.

Child Safety Human Resources Management

Regent College applies best practice standards in the recruitment and screening of staff and volunteers. Our recruitment procedures ensure that all reasonable steps are taken to engage the most suitable and appropriate people to work with children and young people. All staff and direct contact and regular volunteers are required to maintain a valid Working with Children Check.

The College ensures that the Senior Leadership Team, staff and direct contact volunteers undergo child safe induction, and ongoing education and training as part of our commitment to safeguarding children from harm.

Staff, direct contact volunteers and direct contact contractors are subject to regular supervision and performance monitoring whilst engaging with students.

The College ensures that professional development programs for staff include child safety education and training programs.

Child Safety Risk Management

The College recognises the importance of a risk management approach to minimising the potential for child abuse or harm to occur and we use this information to inform our policies, procedures and activity planning.

Record Keeping

The College has a Child Safety Record Keeping policy and is committed to best practice record keeping.

In maintaining records of child safety incidents or concerns, the College maintains confidentiality and privacy for students and families in accordance with federal and state privacy legislation.

Policy and Program Review

Regent College is committed to the continuous improvement of our Child Safety Program. The Program is regularly reviewed for overall effectiveness and to ensure compliance with all child protection and child safety related laws, regulations and standards.

The College is committed to actively seeking, actioning, and incorporating into this policy, feedback from students, families, the wider College community, staff, volunteers and contractors, and will communicate any adjustments or amendments widely throughout the College community.

Non-Compliance with Our Child Safe Policy

Regent College enforces this Child Safe Policy and our Child Safety Codes of Conduct. In the event of any non-compliance, we will instigate a review that may result in a range of measures including (depending on the severity of the breach):

- remedial education
- counselling
- increased supervision
- the restriction of duties
- suspension
- in the case of serious breaches, termination of employment, contract or engagement.