Policy Title

Child Protection and Safety Policy

Purpose

Monash College is dedicated to promoting and protecting the interests and safety of children.

This policy has been developed to demonstrate Monash College's commitment and assurance that all employees will work towards creating child safe environments and includes the mandatory reporting of information about child abuse.

The Child Protection and Safety Policy will guide Monash College staff and volunteers on how to behave with children in the organisation and to prevent child abuse at Monash College.

Scope

The Victorian Child Safe Standards apply to all Monash College individuals (staff, students, contractors, volunteers and any other person representing Monash College) whose positions interact with or who are in the company of children.

Working with children means being engaged in an activity that usually involves contact (r face to face, written, oral or electronic contact) with under 18 year olds..

All Monash College individuals must abide by the Monash College Staff Personal and Professional Code of Conduct. Individuals whose positions are assessed as High Child Interactive Work will also be required to sign the Employee Interaction with Students Code of Conduct which specify the standards of conduct required when working with children.

Monash College commits to the requirements of the *Children Legislation Amendment (Reportable Conduct) Act 2017*.

Policy Statement

This policy ensures that Monash College has:

1. Strategies to embed an organisational culture of child safety, including through effective leadership arrangements

2. A child safe policy or statement of commitment to child safety

3. A code of conduct that establishes clear expectations for appropriate behaviour with children

4. Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel

5. Processes for responding to and reporting suspected child abuse

6. Strategies to identify and reduce or remove risks of child abuse

7.   Strategies to promote the participation and empowerment of children.

Training and supervision

The College's organisational culture aims for all staff and volunteers (in addition to parents/carers and children) to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns. The College trains its staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

Recruitment

Monash College will employ skilled people to work with children.

All people engaged in child-related work, including volunteers, are required to hold a Working with Children Check and to provide evidence of this Check as outlined in the Monash College Working with Children Check Policy. Refer to the Working with Children Check website for further information.

Records Management

The Child Protection and Safety Policy is a Level 1 Governance Policy. The latest approved version of the Child Protection and Safety Policy will be stored in the Policy Bank on the Monash College intranet.

The policy owner will maintain a record of issues relevant to the Child Protection and Safety Policy for consideration at the time of review.

Legislation and Standards
 Child Wellbeing and Safety Amendment Act 2015 (Vic)
Child Safety and Wellbeing Act 2005 (Vic)
Children Legislation Amendment (Reportable Conduct) Act 2017
Reportable Conduct Scheme
Wrongs Act 1958
Wrongs Amendment (Organisational Child Abuse) Act 2017
Education and Training Reform Amendment (Child Safe Schools) Act 2015 (Vic)
Education Training and Reform Act 2006 (Vic)
Crimes Sexual Offences Act 2006
Crimes Amendment (Sexual Offences) Act 2016 (Vic)
Child Safe Standards
Working with Children Act 2005
National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018 (National Code 2018)

Reference Policies and Supporting Documentation	[Staff Personal and Professional Code of Conduct](#) [Employee Interaction with Students Code of Conduct](#) [Working with Children Check Policy](#) Working with Children Procedure [Monash College Child Safe Standards Framework](#)
Responsibility for Implementation	Monash College Senior Leadership Team
Status	New
Key Stakeholders	Monash College Senior Leadership Team All Monash College employees
Approval Body	Monash College Board
Date Effective	28/08/2018
Next Review Date	28/08/2020
Policy Owner Job Title	Director Governance and Company Secretary Governance
Policy Author	Assistant Company Secretary
Contact	Director Governance
Policy Level	Level 1

Definitions

Child	A child is any person aged from birth to eighteen years (UNICEF).
Child Abuse	For the purposes of this policy, abuse constitutes any act committed against a child involving: • physical violence • sexual offences • serious emotional or psychological abuse serious neglect.
Child Safety	In the context of the child safe standards, child safety means measure to protect children from abuse.
Child safe organisation	In the context of the child safe standards, a child safe organisation is one that meets the child safe standards by proactively taking measures to protect children from abuse.
Child Related Work	You are an adult working with under 18 year olds and it involves direct contact, either physical, face-to-face, written, oral or electronic contact. Your contact with children is part of your duties and not incidental to your work.

Change history

Version number	Approval date	Approved by	Brief outline of changes
1.0	23.03.2017	Senior Leadership Team Monash College Board of Directors endorsed at the 12.04.2017 Board meeting.	New policy
2.0	17 August 2018	Monash College Board Meeting 17 August 2017	Changes to legislation and introduction of Reportable Conduct Scheme
2.1	11.12.2019	Director, Governance	Legislation update