

Rivergum Christian College

Child Safe Program

Child Safe Policy

This Child Safe Policy has been developed in accordance with and implements Principle 1 of the [National Principles for Child Safe Organisations](#) (National Principles).

The Child Safe Policy is published on our College's public website and provided to new Staff, and to Direct Contact Volunteers and Direct Contact Contractors at induction.

It is provided to parents/carers on enrolment.

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 promoting children and young people's wellbeing and to safeguarding children and young people from harm.

It is an overarching policy that provides an outline of the policies and practices that we have developed to keep our students safe, including from harm.

It sets out the key elements of our approach to the College as a child safe organisation and sets the tone for the College's entire Child Protection Program.

The Child Safe Policy provides the framework for:

- Implementing the National Principles.
- Complying with the Department for Education's: [Protective practices for education and care for staff and volunteers](#) (Protective Practices), [Managing allegations of sexual misconduct in SA education and care settings](#) (Managing Sexual Misconduct), [Sexual behaviour in children and young people: Procedure and Guideline](#) (Sexual Behaviour Guidelines), and [Responding to online safety incidents in South Australian Schools](#) (Managing Online Safety Incidents) guidelines.
- Developing work systems, practices, policies and procedures that promote child safety within the College.



- Creating a safe and supportive College environment and a positive and robust child safe culture.
- Promoting and openly discussing child safety issues within the College.
- Complying with all laws, regulations and standards relevant to child protection and safety in South Australia.

Scope

The College's Child Safe Policy promotes the safety and protection of all students at the College.

It applies to all adults in the College community, including Staff, Volunteers, Contractors, External Education Providers, parents/carers and other family members.

It applies in all College environments, both physical and online, and on-site and off-site College grounds (e.g. camps and excursions).

Definitions

Child / Child and Young person

The term "child" and the phrase "child and young person" refer to a person who is under the age of 18.

Student

The term "student" refers to all students enrolled at the College, including those aged 18 and above.

Harm

"Harm" is defined in section 17 of the [Children and Young People \(Safety\) Act 2017 \(SA\)](#) (Safety Act), and for the purposes of this Policy, as "physical harm or psychological harm (whether caused by an act or omission)". It includes – but is not limited to – "harm caused by sexual, physical, mental or emotional abuse or neglect".

It does not matter how the harm occurs or by whom.

Child Safety Incident or Concern

Rivergum Christian College uses the phrase, "child safety incident or concern," which includes, but goes further than, the concept of "harm".

Child safety incidents or concerns can take many forms. These include not only harm to a child or young person by their parents/carers, but also conduct by other people that can cause harm to a child or young person or to a student aged 18 or over.

We define a "child safety incident or concern" as:

"harm" to a child or young person, or to a student aged 18 or over, as defined in the Safety Act

- A child or young person being "at risk" as defined in the Safety Act, such as:
- the child or young person has suffered harm
 - there is a likelihood that the child or young person will suffer harm



- there is a likelihood that the child will be removed from the state for the purposes of an unlawful medical or other procedure (including female genital mutilation), child marriage or an activity or action that would be a criminal offence, if it occurred in the state
 - the child or young person's parents or guardians are unable or unwilling to care for them, have abandoned them, or cannot be found or are dead
 - the child or young person is persistently absent from school with no explanation; or the child or young person is homeless
- an offence against a child, young person, or student aged 18 or over under the Criminal Law Consolidation Act 1935 (SA) (Criminal Law Act), such as:
 - assault
 - causing physical or mental harm
 - failure, by a person who is liable, to provide necessary food, clothing or accommodation to a child aged under 16 or a vulnerable adult, without lawful excuse
 - criminal neglect
 - sexual offences, including unlawful sexual intercourse and sexual abuse of a child
 - grooming offences
 - offences related to child exploitation material and commercial sexual activities
 - offences related to institutional child sexual abuse
 - bringing a child into or removing a child from the state for the purposes of child marriage
 - performing the female genital mutilation of a child or removing the child from the state for the purposes of female genital mutilation
 - A breach of our Child Safeguarding Codes of Conduct, such as:
 - a teacher engaging in unauthorised after-hours meetings with a student
 - a Volunteer sports coach engaging in inappropriate online personal communications with a student
 - a Contractor music tutor publishing online photos, movies or recordings of a student without parental/carer consent.

Roles and Responsibilities

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

Specific responsibilities are summarised at the end of this Policy.

Statement of Commitment to Child Safety and Wellbeing

Child Protection at Rivergum Christian College is based upon the Biblical values of freedom and justice for all people, and an underpinning belief in the dignity and uniqueness of every human being.

Rivergum Christian College strives to be a child safe school and has a strong commitment to the implementation of a safe and well-ordered learning environment, creating a sense of belonging and well-being for the students in its care. We believe learning and personal development are enhanced in such a culture.



While we recognise education is relational and interactive, we understand we have a Duty of Care to our students, ensuring every possible effort is made to protect their safety and well-being while attending school or taking part in activities authorised by the school. It is recognised that the primary responsibility for a child's care and protection lies with the child's family, and, while at school, staff act in locos parentis. However, the school's legal responsibility of Duty of Care is paramount to all Child Protection matters.

This policy is intended to direct both staff and volunteers in their work with students at the school. It provides in writing, details of the processes and procedures relating to the appropriate conduct of Rivergum Christian College staff, volunteers and students that accord with legislation applying in South Australia and the care and protection of children. It also includes guidelines for preventative and proactive practices. Rivergum Christian College aims to build and foster a genuinely protective environment for all students framed upon the RCC Educational Creed and Focal Points.

POLICY PRINCIPLES

The school is committed to the safety of children and young people in line with the National Principles for Child Safe Organisations. This includes taking responsibility for:

- Ensuring that children and young people are valued, respected, and encouraged to participate and that the safety and protection of children and young people is always the first priority.
- Ensuring that our school complies with the [Children and Young People \(Safety\) Act 2017](#), [Child Safety \(Prohibited Persons\) Act 2016](#) and the [National Principles for Child Safe Organisations](#).
- Upholding equity and embracing the diversity of children and young people regardless of their abilities, sex, gender, or social, economic, or cultural background.
- Ensuring that bullying and harassment will not be tolerated.
- Displaying information about services that can assist children and young people (such as the Kids Helpline on 1800 55 1800 and Youth Helpline on 1300 13 17 19) in areas accessed by them.
- Requiring teachers and the Principal to report to the Child Abuse Report Line (CARL), any suspicion on reasonable grounds that a student has been or is being harmed or at risk of harm.

Rivergum Christian College acknowledges that being safe and supported at school is essential for student wellbeing, development, and effective learning. The safety and wellbeing of our children and young people are a paramount consideration in all that we do.

We acknowledge the vulnerability of children and young people in our care and take a proactive, preventative, and participatory approach to protecting them through:

- The on-going development of a positive, child safe culture.
- The development, implementation and monitoring of rigorous policies and procedures.
- Seeking to ensure that everyone is aware of their responsibilities, vigilant and, if required, prepared to respond in an appropriate and timely manner



We are committed to:

- Supporting the rights of the child as set out in the UN Convention on the Rights of the Child.
- Acting without hesitation to seek to ensure a child-safe and child-focused environment is maintained at all times.
- Valuing and embracing the opinions and views of children and young people.
- Abiding by all legislative and regulatory obligations and striving for our practices to be regarded as best practice and ‘beyond compliance’.
- Empowering children and young people with the skills and knowledge to keep themselves and others safe.
- Taking whatever necessary action is required to protect children and young people from physical, sexual, emotional, and psychological harm or risk of harm.

Child Protection Principles and Standards

The National Principles for Child Safe Organisations

The 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:





Rivergum Christian College's Policy

Child Protection Codes of Conduct

The College has a Child Safe Code of Conduct that sets boundaries and expectations for appropriate behaviours between all adults at the College and students, in both physical and online environments. Our Staff Code of Conduct Policy sets out additional behaviour boundaries and expectations for Staff, Volunteers and Contractors, no matter their age. We also have a Student Code of Conduct, which includes standards of behaviour for students relevant to child protection.

Together, we refer to these as our Child Protection Codes of Conduct.

Our Child Protection Codes of Conduct include clear processes to report inappropriate behaviour. We publish them on our public website so that everyone can easily find out what behaviours are acceptable and unacceptable at our College and how to report inappropriate behaviour.

We also provide specific information about the Child Protection Codes of Conduct, to students and families, to ensure that they know what behaviours are acceptable and unacceptable and how to report inappropriate behaviour.

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

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

We ensure that students know about their rights to safety, information and participation, through age-appropriate education, and by providing age-appropriate, simple, and accessible information to students about how to raise, and the College's procedures for responding to, child safety concerns.

We recognise the importance of, and have implemented specific strategies to support, friendships and support from peers. We actively seek to understand what makes students feel safe in our College 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 that they participate in decisions affecting their children.

We ensure that families and relevant communities (Aboriginal and Torres Strait Islander communities, culturally and linguistically diverse communities, other communities that make up our Staff and student cohort, and the local community in which our College operates) know about the College's operations and policies, including the Child Safe Policy and Child Protection Codes of Conduct, record keeping practices, risk management, and complaints and investigation processes.



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

Embedding a Culture of Child Protection - Our Child Protection Program

Our Child Protection Program relates to all aspects of child safety and protecting students from harm, and establishes work systems, practices, policies and procedures to create and maintain a Child Protection environment and culture at the College. It includes:

- policies and procedures for complying with the Protective Practices, Managing Sexual Misconduct and Managing Online Safety Incidents guidelines
- Child Protection Codes of Conduct
- clear information as to what constitutes harm and associated key indicators of different forms of harm
- procedures for reporting to external agencies, including Mandatory Notifications to the Department for Child Protection (DCP), and Reporting to Police, which make clear that all Staff, Volunteers and Contractors must, as their first priority, fulfill their legal obligations to report harm or risk of harm to a child to the Child Abuse Report Line (CARL) and to Police
- clear procedures for reporting Child Protection incidents or concerns internally, and for responding to incidents or allegations of harm
- strategies to support, encourage and enable Staff, Volunteers, Contractors, parents/carers and students to understand, identify, discuss and report child safety matters
- procedures for recruiting and screening members of the Leadership Team, Staff, students on placement at the College, Volunteers and Contractors
- 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 protection training
- information regarding the steps to take after a disclosure of harm to protect, support and assist students
- guidelines with respect to record keeping and confidentiality
- policies to ensure compliance with all relevant laws, regulations and standards (including the National Principles)
- a system for continuous review and improvement.

Complaints and Reporting Processes: The College's Response to Child Safety Incidents or Concerns

Rivergum Christian College fosters a culture that encourages everyone in the College community to raise concerns and complaints about child safety. We have clear pathways for raising complaints and concerns set out in the procedures below and in our Complaints Policy.

We also have clear procedures that all Staff, Volunteers and Contractors must follow whenever they witness, suspect, or receive a complaint about a child safety incident or concern involving a student, a staff member, a Volunteer, a Contractor or the College, set out in the Procedures below.

The College will take appropriate, prompt action in response to all child safety incidents or concerns, including:

- complaints, allegations or disclosures of harm
- breaches of our Child Protection Codes of Conduct
- inappropriate behaviour by Staff, Volunteers, Contractors, students, parents/carers or anyone else whenever these are reported to the College.

The safety and wellbeing of the student/s involved in the matter will be the paramount consideration when responding to child safety incidents and concerns. The College follows the National Office of Child Safety's Complaint Handling Guide: Upholding the rights of children and young people when investigating and responding to child safety incidents and concerns.

The College's response will include:

- reporting all matters that meet the required relevant thresholds to CARL and/or the Police (if not already reported), depending on the issues raised
- fully cooperating with any resulting investigation by an external agency
- complying with the Department for Education's Protective Practices, Managing Sexual Misconduct, Sexual Behaviour Guidelines and Managing Online Safety
- protecting any student connected to the child safety incident or concern until it is resolved and providing ongoing support to those affected
- taking particular measures in response to child safety incidents or concerns about an Aboriginal or Torres Strait Islander student, a student from a culturally and linguistically diverse background, a student with disability, and other vulnerable students (such as students who are unable to live at home or students who identify as lesbian, gay, bisexual, transgender or intersex)
- sharing information with, or requesting information from, external people or agencies as permitted or required under the law
- securing and retaining records of the child safety incident or concern and the College's response to it
- taking broader actions to improve child safety at the College (including systemic reviews and resulting improvements).



Child Protection Human Resources Management

Recruitment and Screening

Rivergum Christian College applies best practice standards in the recruitment and screening of Staff, Volunteers and Contractors to engage the most suitable and appropriate people to work with children and young people.

Our practices include:

making our commitment to child safety and wellbeing clear in recruitment advertising and documentation

meeting the requirements of the Child Safety (Prohibited Persons) Act 2016 (SA) by:

- requiring all Staff, Direct Contact and Regular Volunteers and Direct Contact and Regular Contractors at the College to undergo a Working with Children Check (WWCC), be “not prohibited” from working with children, and renew their WWCC every five years, in order to work or volunteer at the College
- being registered with the DHS Screening Unit and linking all WWCCs
- verifying the accuracy of all WWCCs with the DHS Screening Unit, before employing or engaging a staff member, Direct Contact or Regular Volunteer, and Direct Contact Contractor, and again every five years, as required by law
- advising the DHS Screening Unit when the College becomes aware of certain information relevant to WWCCs about any staff member, Volunteer or Contractor (such as serious criminal offences, child protection information, and disciplinary/misconduct information)
- using additional selection, background checking and screening processes that take into account child protection considerations
- ensuring that professional development programs for Staff include child protection education and training programs.

Training On and Information About the Child Protection Program

As a part of Rivergum Christian College's induction process, we require all Staff, as well as Direct Contact Volunteers to complete our child safeguarding induction program, which includes:

- Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) training, provided by the Department for Education
- Protective Practices training, provided by the Department for Education
- an induction in our child protection policies, practices and procedures.

All Staff, as well as Direct Contact Volunteers must also complete refresher and ongoing child protection training at least annually, and refresher RRHAN-EC training every three years.

The College provides all Visitors to the College, including Casual Volunteers and Contractors, with information about the Child Protection Codes of Conduct and how to report child safety incidents or concerns to the College and to relevant external authorities.



Ongoing Supervision, Management and Support

The College's Leadership Team provide supervision and support to all Staff, Direct Contact and Regular Volunteers, and Direct Contact and Regular Contractors to ensure that they are compliant with the College's approach to child safety.

Our child protection supervision and support program includes:

- immediately contacting the DHS Screening Unit when we become aware of information regarding any staff member, Volunteer or Contractor that is relevant to their WWCC (such as serious criminal offences, disciplinary information or other misconduct or child protection information)
- probationary periods for new staff members, where these are permitted by law or under an enterprise agreement
- annual performance reviews for all staff members
- appointing a supervising staff member to Direct Contact Volunteers/Contractors and to those Regular Volunteers/Contractors who work when students are present or expected to be present
- professional development programs for Staff that include child protection education.

Child Protection Risk Management

Rivergum Christian College recognises the importance of a risk management approach to minimising the potential for harm to children or young people to occur and we use this information to inform our policies, procedures and activity planning. We identify, assess and manage Child Protection risks in all College environments 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. We use this information to inform our policies, procedures and activity planning.

Record Keeping

The College is committed to best practice record keeping about child safety incidents and concerns.

All internal and external reports of child safety incidents and concerns, as well as any other responses by the College are documented.

When keeping records of child protection incidents or concerns, the College maintains confidentiality and privacy for students and families in accordance with federal privacy legislation.

Communication

Rivergum Christian College is committed to communicating our child safety strategies, policies and procedures to our College community through the measures set out in the **Implementation** section below.



Child Protection Program Review

Rivergum Christian College is committed to the continuous improvement of our Child Protection Program. The Program as a whole is reviewed three years for overall effectiveness and updated to ensure compliance with all child protection related laws, regulations and standards.

When undertaking these reviews, the College:

- analyses any complaints, concerns and child safety incidents that may have occurred
- communicates any adjustments or amendments to policy and practice widely throughout the College community.

The College lodges a new Child Safe Environments compliance statement with the Department of Human Services each time that any policy within the Child Protection Program is updated (whether as a result of a review or otherwise, such as due to a change in legislation), or every five years as required by law.

Child Protection Procedures

Reporting Child Safety Incidents or Concerns Externally and to the College

Any person, including a staff member, volunteer, contractor, parent/carer or student, can at any time report a reasonable suspicion about harm to a child or young person directly to CARL on 13 14 78 or online at <https://www.childprotection.sa.gov.au/reporting-child-abuse/report-child-abuse-or-neglect>

CARL is open 24 hours a day, seven days a week.

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

If you need guidance on making a report, or have questions regarding child safety, contact a Leadership Team Member.

Staff, Volunteers and Contractors

At Rivergum Christian College, the following people are Mandated Notifiers and must report reasonable suspicions about harm or risk of harm to a child or young person to CARL:

- the School Board members
- the Principal and Leadership Team
- teachers, including student teachers
- all other College staff who provide services directly to students
- the College Counsellor/Chaplain
- direct Contact Volunteers
- direct Contact Contractors
- ministers of religion.



All Staff must follow our Procedures for Responding to and Reporting Child Safety Incidents or Concerns and, after fulfilling their legal obligations to report harm or risk of harm to CARL and to Police as their first priority, must also report all child safety incidents or concerns internally to the Principal.

Where the incident or concern involves the Principal, internal reports should instead be made to the Board Chair, after the report to CARL has been made.

We recognise that some children and young people face additional vulnerabilities to harm, as well as additional barriers to disclosing child safety incidents or concerns. Our Child Protection Program provides guidance on identifying additional vulnerabilities and barriers, and contains strategies for supporting these individuals to participate in the College community and for enabling them to disclose child safety incidents or concerns to the College.

Students, Parents/Carers and Community Members

Students at the College who have child safety concerns about themselves or any other child, young person or student aged 18 or over can:

- contact CARL on 13 14 78 or [online](#)
- disclose the child safety incident or concern to any staff member, Volunteer or Contractor.

This might be done:

- verbally
- in writing
- through electronic means (such as email)
- indirectly (such as in written assignments, in artworks or in any other way)

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 at risk of or subjected to harm should immediately contact CARL on 13 14 78 or [online](#). They should then also contact:

- the College's Principal Mrs Jessica Clark, by phoning 08 8583 2304 or emailing principal@rivergum.sa.edu.au or
- if the concern involves the Principal, the Board Chair by boardchair@tvcs.sa.edu.au.

Any person can also contact the Principal, or the Board Chair 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'.

The College's Response to and External Reporting of Child Safety Incidents or Concerns
Whenever there are concerns that a child or young person is in immediate danger the Police should be called on 000.

Our Child Protection Program sets out the procedures that the College will follow for any child safety incident or concern involving a student, College staff member, Volunteer, Contractor or Visitor, or other person connected to the College or the College environment. It also provides guidance for all Staff, Volunteers and Contractors on their obligations to respond to, and to report to CARL and the Police, child safety incidents and concerns. These procedures and guidance are summarised in this Policy and our public-facing Procedures for Managing Child Safety Incidents or Concerns at or Involving the School or its Staff.



Support for Students, Families and Staff Following Child Safety Incident or Disclosure
Child safety incidents or concerns can cause trauma and significantly impact on the mental health and wellbeing of children and young people, as well as on their families. In addition to reporting and referral to the relevant authorities, the College plays a central role in addressing this trauma and has a duty of care to ensure that students feel safe and supported at school.

The College employs a range of measures to support students affected by a child safety incident or concern, depending on the particular circumstances of the matter and of the student and their family such as:

- Child Protection Officers may work with the student and their family to develop a Student Support Plan
- support strategies that could be considered for students and/or their families might include offering or organising referrals to internal or external support, such as the College Counsellor/Chaplain, bi-cultural workers and/or translators, or an external support agency and/or child advocacy organisation that specialises in supporting children and young people impacted by abuse or other harm.

Witnessing a child safety incident or receiving a disclosure of harm can be a distressing experience for Staff, Volunteers and Contractors involved. The College assists impacted Staff, Volunteers and Contractors to access necessary support.

Responsibilities for Child Protection 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's Child Protection Officers

A number of senior staff members are nominated as the College's Child Protection Officers. Our Child Protection can support Staff and Volunteers making a report to CARL (if required). They are a point of contact for raising child safety concerns within the College, subsequent to reporting directly to CARL. They are also responsible for championing child protection and safety within the College and assisting in coordinating responses to child safety incidents.

Our Child Protection Officers are:

Name of Child Protection Officer	Position	Contact Details
Mrs Rhiannon Szalbot	Head of Primary School	(08) 8583 2304 0435475933 rhiannon.szalbot@rivergum.sa.edu.au
Mrs Jenni Sander	Head of Secondary School	(08) 8583 2304 0402524727 jenni.sander@rivergum.sa.edu.au
Ms Christan Grigg	Deputy Principal	(08) 8583 2304 0433973986 christan.grigg@rivergum.sa.edu.au



Rivergum Christian College has also appointed Mrs Jessica Clark as the College's Principal. The Principal is contactable by phone on 08 8583 2304 or by emailing principal@rivergum.sa.edu.au

The Principal has additional child protection responsibilities, such as being the College's contact person for Child Protection concerns or queries by parents/carers and other members of the wider community, and coordinating the College's response to Child Protection incidents in consultation with the Leadership Team and The School Board.

The School Board

The School Board is the College's governing body. It is responsible for approving our Child Protection Program and ensuring that the College has appropriate resources to effectively implement the National Principles and our Child Protection Program.

The Principal

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

The Principal is also responsible for lodging a new Child Safe Environments compliance statement with the Department of Human Services whenever this Policy, or any other policy in the Child Protection Program, is amended (or at least every five years, whichever is earlier).

The College Leadership Team

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

Staff Members

All Staff are required to comply with our Child Safe Policy and Child Protection Codes of Conduct, be familiar with our Child Protection Program and understand their legal obligations with respect to the reporting of harm and risk of harm to children and young people and Working with Children Checks.

It is each individual's responsibility to be aware of key indicators of harm and risk of harm, to be observant, to meet their legal obligations to report harm and risk of harm directly to CARL and the Police, and subsequently to raise all child safety incidents and concerns with a Child Protection Officer.

To meet these obligations, all College Staff must:

- undergo a Working with Children Check and be "not prohibited" from working with children, in order to work at the College (Rivergum Christian College will verify all WWCCs in the DHS Screening Portal)
- acknowledge in writing or online/electronically that they have read and understood the College's Child Safe Policy and Child Protection Codes of Conduct

- participate in child protection induction and ongoing training provided by the College
- always follow the College’s child protection policies and procedures in the Child Protection Program
- act in accordance with the Child Protection Codes of Conduct
- identify, report and raise child safety incidents and concerns in accordance with our Procedures for Responding to and Reporting Child Safety Incidents or Concerns
- ensure that students’ views are taken seriously and their voices are heard when making decisions that affect them
- implement inclusive practices that respond to the diverse needs of students.

Volunteers

A Volunteer is someone who works without payment or financial reward for the College. Volunteers may be family members of students, or from the wider College or local community.

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

To meet these obligations:

- all Volunteers must comply with our Child Safe Policy and Child Protection Codes of Conduct and are required to understand their legal obligations with respect to the reporting of harm and risk of harm to children and young people
- relevant Volunteers, as set out in the Child Protection Human Resources Management section above, must undergo a Working with Children Check and be “not prohibited” from working with children, in order to volunteer at the College (Rivergum Christian College will verify all WWCCs in the DHS Screening Portal)

Direct Contact Volunteers (and, if required by the College, other Volunteers, such as Regular Volunteers) must:

- participate in child protection induction and ongoing training provided by the College
- be aware of key indicators of harm and risk of harm to children and young people
- understand and meet their legal obligations to report harm and risk of harm directly to CARL and the Police
- subsequent to any external report, raise all child safety incidents and concerns with a Child Protection Officer.

Contractors

A Contractor is someone engaged by the College to perform specific tasks. Contractors are not employees of the College.

Contractors may include, for example, maintenance and building personnel, consultants, casual teachers, tutors, sports coaches and College cleaners. This also includes 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.

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

To meet these obligations:

- all Contractors engaged by the College must comply with our Child Safe Policy and Child Protection Codes of Conduct
- relevant Contractors, as set out in the Child Protection Human Resources Management section above, must undergo a Working with Children Check and be "not prohibited" from working with children, in order to work at the College (Rivergum Christian College will verify all WWCCs in the DHS Screening Portal)

Direct Contact Contractors (and, if required by the College, other Contractors such as Regular Contractors) must:

- participate in child protection induction and ongoing training provided by the College or provide evidence of other training
- be aware of key indicators of harm and risk of harm to children and young people
- understand and meet their legal obligations to report harm and risk of harm directly to CARL and the Police
- subsequent to any external report, raise all child safety concerns with a Child Protection Officer.
- Direct Contact Contractors that are a business providing services to children and young people must provide evidence that they have lodged a child safe environments statement with the Department of Human Services prior to being engaged by the College.

The College may include these requirements in the written agreement between it and the Contractor.

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 students in all College environments.

All External Education Providers engaged by the College must:

- comply with our Child Safe Policy and Child Protection Codes of Conduct
- ensure that their personnel undergo a Working with Children Check and be "not prohibited" from working with children, in order to work at the College (the College will either itself verify all WWCCs in the DHS Screening Portal, or may require the External Education Provider to do this and to provide the College with evidence of the WWCC status of every person engaged to provide the course).

The College may include these requirements in the written agreement between it and the External Education Provider.



Implementation

The Child Safe Policy is published on our College’s public website.

It is provided to new Staff, and to Direct Contact and Regular Volunteers and Direct Contact and Regular Contractors at induction or prior to them commencing their work at the College.

The College provides all Visitors to the College, including Casual Volunteers and Casual Contractors, with information about the Child Safe Policy (including in particular the Child Protection Codes of Conduct and how to report child safety incidents or concerns to CARL and the Police, and subsequently to the College).

Breach of the Child Safe Policy

Rivergum Christian College enforces this Child Safe Policy and our Child Protection 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.

Policy Review

Version	May 2024	
Review Date	2026	
Related Legislation and Regulatory Requirements	National Principles for Child Safe Organisations (Cth) Children and Young People (Safety) Act 2017 (SA) Child Safety (Prohibited Persons) Act 2016 (SA) National Principles for Child Safe Organisations (Cth) Protective Practices for education and care for staff and volunteers (SA) Managing allegations of sexual misconduct in SA education and care settings (SA) Sexual behaviour in children and young people: Procedure and Guideline (SA) Responding to online safety incidents in South Australian Schools (SA)	
College Related Policies	<i>School Community Code of Conduct Policy</i> <i>Staff Code of Conduct Policy</i> <i>Complaints Policy</i>	
Approved by:	Rivergum Christian College Board	Date: 16.05.2024