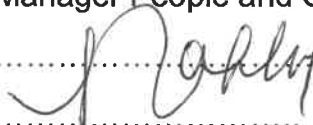




Child Safe Policy

Category: People and Culture
Adoption: CEO
Review Period: One year and then three years
Responsible Manager: Manager People and Culture
Signed by CEO: 
Date: 12 July 2018

1. Purpose

This policy aims to ensure that all members of Council understand Central Goldfields Shire Council's (Council) commitment to providing an organisational culture of child safety, as well as their own responsibilities in protecting children.

Council confirms its commitment to child safety by clearly stating that the organisation:

- has zero tolerance for behaviours which cause serious neglect, physical, sexual, emotional and psychological abuse to a child;
- actively works to listen to and empower children;
- has systems to protect children from harm and abuse, and will take all allegations and concerns very seriously and responds to them consistently in line with the organisation's policies and procedures; and
- is committed to promoting cultural safety for Aboriginal children, cultural safety for children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

2. Scope

This policy applies to all members of Central Goldfields Shire Council Councillors, employees, volunteers, students and contractors.



3. Policy

This policy confirms that Council is committed to the Child Safe Standards by creating and maintaining a child safe organisation and culture through the implementation of training, recruitment guidelines, providing a process for the disclosure of an incident or concern and has robust human resources and recruitment practices for all staff.

Council has legal and moral obligations to

- contact authorities when there is concern about a child’s safety, which will be followed rigorously,
- wants children to be safe, happy and empowered and
- supports and respects the rights of all children.

Council is also committed to

- preventing child abuse and harm, identifying risks early, and removing and reducing these risks
- the cultural safety of Aboriginal children, those children from culturally and/or linguistically diverse backgrounds, and
- in providing a safe environment for children with disability.

Consequently Council has a zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with Council’s robust policies and procedures.

All staff must agree to abide by our Staff Code of Conduct which specifies the standards of conduct required when working with children. Contractors are required to declare that they and their sub-contractors and employees will abide by this Code of Conduct.

Council’s child safety officer is the Manager People and Culture where people can access information in relation to child safety and is a point of contact for others who have questions or concerns or want to report an allegation of child abuse.

4. Roles and Responsibilities

Person/s responsible	Accountability
Staff	<ul style="list-style-type: none"> • Agree to abide by Council’s Code of Conduct which specifies the standards of conduct required when working with children. • Understand Council’s commitment to the Child Safe Standards, their role to play in protecting children from abuse, and ensuring that their behavior towards children is safe and appropriate. • ensure they know how to report an incident or concern, and the legal implications of failure to disclose or protect a child. • Immediately report any proceedings that have been brought about related to them to their supervisor.
Manager People and Culture	<ul style="list-style-type: none"> • Designated child safety officer to hear or be informed about all allegations or concerns, and providing support to other staff. • Ensure that any allegations of abuse or safety concerns are recorded and responded to consistently and in line with organisation’s legal requirements and policies and procedures



Person/s responsible	Accountability
Supervisor/Manager/ General Manger/Chief Executive Officer	<ul style="list-style-type: none">• Take actions and demonstrate behaviors that embed a culture of child safety in their team• Where relevant, take all reasonable steps to ensure the most suitable and appropriate people to work with children are engaged.• Ensure their team members are aware of their responsibilities under the Child Safe Standards, how to report an incident or concern, and the legal implications of failure to disclose or protect a child.• Ensure all staff working unsupervised with children hold a current Working with Children check.

5. Human Rights Statement

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007). Central Goldfields Shire Council is committed to consultation and cooperation between management and staff. Council will formally involve elected staff representatives in any workplace change that may affect its staff.

6. Related Policies and Procedures

- Child Safe Procedure
- Central Goldfields Shire Council Staff Code of Conduct
- Staff Selection and Recruitment Policy and Procedure

7. Relevant Legislation and Guidelines

- Victorian Child Safe Standards

