



# Safeguarding Children and Young People

<b>Relevant Legislation</b>	<p><i>Children, Young Persons and Their Families Act, 1997</i></p> <p><i>Registration to Work with Vulnerable People Act 2013</i></p> <p><i>Education and Care Services National Regulations 2011: Regulations 168, 168(2) (h).</i></p>
<b>Commencement Date</b>	25 November 2015
<b>Next Review Date</b>	25 November 2018

## 1. Purpose

The Hutchins School is a Kindergarten to Year 12 day and boarding school providing educational services to children and young people between the ages of 3.5 and 18 years.

The purpose of this policy is to protect children and young people from abuse in the delivery of our educational programs, to affirm The Hutchins School commitment to the safety of children and young people and to establish and maintain child safe and friendly environments.

## 2. Scope

This policy applies to all people involved in our organisation, including but not limited to;

- Employees of the Hutchins School
- Volunteers
- Contractors and their subcontractors
- Work experience students

## 3. Objectives

The objectives of this policy and its supporting guidelines are to:

- Protect children and young people through systematic processes which will raise awareness, provide preventative measures and guidelines for reporting and responding to child protection issues.
- Assist staff and students to recognise the signs of child abuse, neglect and grooming
- Establish and promote the appropriate notification procedures when reporting alleged abuse and/or neglect.
- Advocate for staff child protection training and education, as well as promotion within the community.

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#### 4. Definitions

<p>Abuse or neglect <sup>1</sup></p>	<p>abuse or neglect means –</p> <p>(a) sexual abuse; or</p> <p>(b) physical or emotional injury or other abuse, or neglect, to the extent that –</p> <p style="padding-left: 40px;">(i) the injured, abused or neglected person has suffered, or is likely to suffer, physical or psychological harm detrimental to the person's wellbeing; or</p> <p style="padding-left: 40px;">(ii) the injured, abused or neglected person's physical or psychological development is in jeopardy</p> <p>Neglect is often considered to be a failure, on the part of a caretaker, to provide adequate supervision, emotional nurturance, appropriate medical care, food, clothing, and shelter for a child.<sup>2</sup></p>
<p>Domestic abuse (Domestic violence)</p>	<p>Domestic abuse is abuse which takes place within an intimate relationship. The victims of domestic abuse can be men as well as women. Domestic abuse affects not only the adults involved, but also any children living with them. The law recognises that witnessing domestic abuse can cause children significant harm. Children can witness domestic abuse in a number of ways. They may be in the same room and see the abuse, hear it from another room, or discover a parent's injuries afterwards.</p>
<p>Emotional abuse<sup>3</sup></p>	<p>Emotional (or Psychological) abuse refers to a situation in which a person repeatedly rejects the child or uses threats to frighten them. This may involve name-calling, put-downs or continual coldness to the extent that it significantly damages the child's physical, social, intellectual or emotional development.</p>
<p>Grooming<sup>4</sup></p>	<p>Grooming describes behaviours that are used to prepare a child with the intention of sexually abusing them. Grooming comprises of two main elements of:</p> <ul style="list-style-type: none"> <li>• Building trusting relationships with the child and carer</li> <li>• Isolating the child to abuse him or her</li> </ul>
<p>Physical abuse</p>	<p>If an adult deliberately hurts a child causing them physical harm such as cuts, bruises, broken bones or other injuries, it is physical abuse. It can include hitting, shaking, throwing, poisoning, burning and slapping.</p>
<p>Sexual abuse</p>	<p>Child sexual abuse involves persuading or forcing a child to take part in sexual activities or encouraging a child to behave in sexually inappropriate ways. Sexual abuse can be very difficult to identify.</p>

<sup>1</sup> Children, Young Persons and Their Families Act 1997

<sup>2</sup> D.Scott, 2004, Understanding Child Neglect, Child Family Community Australia Paper No. 20 – April 2014

<sup>3</sup> ChildSafe Limited, 2007. Team Members Pocket Guide 2<sup>nd</sup> Ed.

<sup>4</sup> T Randhawa & S Jacobs, Child Grooming "Offending all the way through from the start." Exploring the call for law reform, Child Wise, 2013, 9911-12, <http://www.childwise.net/new/17/grooming-dec17as> cited in Royal Commission into Institutional Responses to Child Sexual Abuse, p124

## 5. Policy Information

The Hutchins School takes seriously its responsibility to deliver a supportive environment that is caring, nurturing and safe. Our Executive and Board are committed to safeguarding children and young people from abuse and neglect.

Both staff and parents share the responsibility for ensuring the safety and wellbeing of the children and young people who attend The Hutchins School according to the *Children, Young Persons and Their Families Act, 1997*.

### The Hutchins School is committed to:

- Ensuring that children and young people at our school have a right to feel and be safe.
- Ensuring that the welfare and best interest of children and young people will always be the primary consideration.
- Ensure that recruitment practices include strategies to support our commitment to protecting children and young people.
- Ensure that staff employed by the School and volunteers that work at our School provide a Working with Children Registration card prior to commencement or an approved Statutory Declaration.
- Ensure that staff and volunteers have ready access to all school policies, including this policy, and are made aware both of the need for such processes, and of the legal implications and safeguards associated with any action that may be taken.
- Ensuring that all staff and volunteers understand that their behavior towards and relationship with children and young people reflect proper standards of care and are not unlawful. In particular staff must adhere to the requirements of the Staff Professional Conduct document and are not under any circumstances engage in physical or emotional abuse or engage in sexual contact of any nature with children and young people.
- Provide staff with regular training in child protection and mandatory reporting matters.
- Carrying out its obligation as a mandatory reporter when abuse is either suspected or known.
- Investigate allegations of child abuse, neglect and grooming.

### Breaches of this Policy

Breaches that involve breaches of State and / or Federal legislation, and any regulations that are derived therefrom, will be reported according to the extent that the legislation requires such reporting.

Breaches of this policy that contravene other policies in existence at The Hutchins School will be treated as a serious disciplinary matter.

## 6. Supporting Procedures /Guidelines

Supporting Guidelines – Safe Guarding Children and Young People – under development

[Kindness Policy](#)

[Work Health and Safety Policy](#)

[Grievance Policy](#)

[Staff Professional Conduct](#)

[Coaching Policy](#)

[Email Policy](#)

[Policy for Dealing with Complaints Received by Adults of Sexual Abuse Whilst Attending the School](#)

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Created by: Safety, Health and Risk Manager  
Document Title: Safeguarding Children and Young People  
Document Version: 001  
Online Location:

Date of First Issue: 25 November 2015  
Last Review Date:  
Next Review Date: 25 November 2018

## Kindergarten and Outside School Hour Care

- *National Quality Standard for Early Childhood Education and Care and School Aged Care, Canberra, ACT, 2009.*

## Quality Area 2: Children’s Health and Safety

### Standard 2.3: Each Child is Protected

- *Element 2.3.2: Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury.*
- *Element 2.3.4: Educators, coordinators and staff members are aware of their roles and responsibilities to respond to every child at risk of abuse or neglect.*

## 7. Related Documents/Systems

## 8. Record Keeping

This procedure is to be kept for three (3) years until review unless there is a significant legislative organisational change requiring earlier review.

The master copy is kept on SharePoint and is read-only in PDF form. All printed copies are uncontrolled.

## 9. Policy Owner

The Headmaster

## 10. Policy Review Details

25 November 2015 – Policy ratified by The Hutchins School Board