MELTON WEST PRIMARY SCHOOL

CHILD SAFE STANDARDS

PRINCIPLE OF INCLUSION

Melton West Primary School takes account of and makes reasonable efforts to accommodate the diversity of all children in implementing the Child Safe Standards

Examples of how we demonstrate 'reasonable efforts' are:
- o   Significant cultural events such as NAIDOC week are noted and celebrated
- o   School staff are supported to understand and assist diverse families
- o   School leadership takes account of diversity when making decisions regarding the Child Safe Standards

Melton West Primary School Child Safety Policy- insert our hyperlink refers to the diversity of all children, and specifically mentions Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable.

Child Safe Standard 1: Strategies to embed an organisational culture of child safety

Melton West Primary School has developed and the **Principal** has approved strategies to embed an organisational culture of child safety

- The **school** and **school council** implement the strategies and inform the school community of them
- The school's strategies are included in the school **Child Safety Policy** **- Child Safety Policy June 2021.docx**

Examples of strategies:
- o   Child safety is a regular agenda item at staff meetings and school council meetings
- o   Child safety is discussed in class, year level assemblies, or in school newsletters
- o   Staff have been allocated specific child safety-related roles and responsibilities

The school has an action plan to address any identified gaps or areas for improvement.

FURTHER GUIDANCE
- Strategies to embed a culture of child safety
- PROTECT poster

Child Safe Standard 2: A child safety policy or statement of commitment to child safety

Melton West Primary School has developed, and the **Principal** has approved the **Child Safety Policy** **- Child Safety Policy June 2021.docx**

- The school **Child Safety Policy** is made publicly available and is published on the school's website

Child Safe Standard 3: A child safety code of conduct

Melton West Primary School has developed, and the **Principal** has approved the School **Child Safety Policy** -
Child Safety Policy June 2021.docx

The **school council** has approved the Code of Conduct (to the extent it applies to school council employees and members)

- The school **Child Safety Policy** is made publicly available and is published on the school's website

Child Safe Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse

The **Principal** ensures the school follows the Recruitment in Schools Guide to ensure the school's hiring practices are child safe
School councils (for school council employees, unless delegated to the Principal) ensure that selection, supervision and management practices are child safe, including:

- Ensuring that jobs involving child-connected work have a statement setting out the job's requirements and duties regarding child safety
- Informing applicants for jobs involving child-connected work about the school's child safety practices (including the Code of Conduct)
- Completing suitability checks for the preferred candidate
- Ensuring that appropriate supervision and support arrangements are in place

The **school** follows the Volunteers policy
The **Child Safety Policy** refers to the school's recruitment, supervision and management practices in place to protect children.

FURTHER GUIDANCE
HR Practices for a child safe environment

Child Safe Standard 5: Procedures for responding to and reporting suspected child abuse

Melton West Primary School has developed, and the **Principal** has approved the School
Child Safety Responding and Reporting Obligations (including Mandatory Reporting) policy and procedures

The Child Safety Responding and Reporting Obligations (including Mandatory Reporting) policy and procedures are made publicly available and accessible on the school website.

The Four Critical Actions insert hyperlink are publicly available and accessible on the school website.

FURTHER GUIDANCE
- Identifying and Responding to All Forms of Abuse in Victorian Schools

Child Safe Standard 6: Strategies to identify and reduce or remove risks of child abuse

The **school** develops, implements, records, and monitors risk management strategies, for example by using a [Child Safety Risk Assessment Register,](#) approved by the Principal.

- o The Principal Class review the Child Safety Risk Assessment Register (annually to make sure it is effective, up to date and reflects any changes in the school's environment
- o The **school council** undertakes appropriate [guidance and training about child safety](#) annually
- o The Principal ensures appropriate guidance and training about child safety is provided to school staff. For example All Staff complete the online module [Protecting Children: Mandatory Reporting and Other Obligations](#) and other appropriate child safety guidance and training, undertaken annually

FURTHER GUIDANCE
[Strategies to identify and reduce or remove risks of child abuse](#)

Child Safe Standard 7: Strategies to promote child participation and empowerment

The **school has** developed, and the **Principal** approved, strategies to deliver appropriate education about:
- o Standards of behaviour for students attending the school
- o Healthy and respectful relationships
- o Resilience; and
- o Child abuse awareness and prevention.

The **school** promotes the Child Safe Standards in ways that are readily accessible, easy to understand, and user-friendly to children
- o All Child Safe Standards documents are publicly available
  - o Child safety-related discussions are held at circle time in class.

FURTHER GUIDANCE
[A guide to support Victorian Schools to meet Child Safe Standard 7](#)

Evaluation and review
This Standard will be reviewed as part of the school's 3-year review cycle.

School Council	Not required but if appropriate, schools can consult school council (along with students, parents/carers and the school community when formulating and updating this policy.
Date Reviewed/Approved	June 2021
Communication method	School website, Staffcom, Induction Pack
Date communicated	
Source of Requirement	Minimum Standards, DET, Ministerial Order 870
Responsible for Review	Assistant Principal
Review Cycle	3 years
Next Review Due Date	June 2024
References	Victorian Government Schools Policy Advisory Guide