

## CHILD SAFETY STANDARDS

### KEY ACTIVITIES OF A SCHOOL CHILD SAFETY OFFICER / LEADER

#### PURPOSE

Beaumaris North Primary School is committed to ensuring that the Child Safety Standards are adhered to and a culture of child safety is fostered in the school and our community. Our child safe policies are designed to guide the school and all people involved with it to uphold the highest standards to maintain the safety of our students.

#### SCOPE

##### INTRODUCTION TO CHILD SAFE STANDARDS

The Child Safe Standards (the Standards) are compulsory minimum standards for all organisations that provide services to children including Victorian schools. The aim of the Standards is to ensure organisations are well prepared to protect children from abuse and neglect. At BNPS we fully comply with all the standards, integrating awareness, regular updates, reminders and training into all our staff meetings, professional practices and less formal discussions. Our policies and procedures can be found on the home page of our website <https://beaumarisnorthps.vic.edu.au/safety-child-index/>.

##### SCHOOL CHILD SAFETY OFFICER

This document sets out the key activities of a School Child Safety Officer. We have recently nominated both **Donna Carter** and **Claire Badley** as our School Child Safety Officers. Our School Child Safety Officers have sufficient status and authority, including full leadership support and the ability to direct other staff (where appropriate), to undertake the role effectively.

Broad areas of the role are to:

###### Provide Authoritative Advice

- Act as a source of support, advice and expertise to staff on matters of child safety.
- Liaise with the principal and school leaders to maintain the visibility of child safety.
- Lead the development of the school's child safety culture, including being a child safety champion and providing coordination in communicating, implementing, monitoring, enhancing and reporting on strategies to embed a culture of child safety.

###### Raise Awareness

- Ensure the school's policies are known and used appropriately.
- Ensure the school's child safety policy is reviewed in the context of school self- evaluation undertaken as part of the school accountability framework.
- Ensure the child protection policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the school in this.
- Be alert to the specific needs of children in need, those with special educational needs and young carers.
- Encourage among all staff a culture of listening to children and taking account of their wishes and feelings in any measures to protect them.

## **Training**

In conjunction with our leadership team, our School Child Safety Officers, will be authoritative in providing advice by:

- Keeping their skills up to date with appropriate training carried out every two years.
- Having a working knowledge of how the Department of Health and Human Services (DHHS) and Community Service Organisations conduct a child protection case conference to be able to attend and contribute to these effectively when required to do so.
- Being able to keep detailed, accurate, secure written records of concerns and referrals.
- Ensuring each member of staff has access to and understands the school's Child Safety Policy and procedures, especially new and part time staff.
- Making sure staff are aware of training opportunities and the latest DHHS and DET policies and guidance.

This policy has been developed in conjunction with the guidelines set out by the PROTECT website, for more information please visit the website by following the link below.  
<https://www.education.vic.gov.au/school/teachers/health/childprotection/Pages/default.aspx#>.

## **REVIEW CYCLE**

This policy (Version 2) was last approved on 16 February 2021 and is scheduled for review in February 2023.