



Hendersons Educational Services Pty Ltd (Hendersons)

Child Safety Policy

Approval date: 15/06/2024

Review date: 15/06/2024

Document Owner: Executive Director

Use this policy to understand our approach to the Victorian Child Safe Standards and to protecting children from abuse.

Child Safety Policy

Hendersons have developed and adopted the following Child Safety Policy. This policy is the principal document that provides key elements of our approach to protecting children from abuse.

The policy forms the foundation of the organisation's procedures, practices and decision-making processes and ultimately the organisations culture with respect to child safety.

1. Objectives

This policy provides a framework for:

- The development of work systems, practices, policies and procedures that promote child protection within the organisation;
- The creation of a positive and robust child protection culture;
- The promotion and open discussion of child protection issues within the organisation; and
- Compliance with all laws, regulations, and standards relevant to child protection in Victoria

2. Statement of Commitment to Child Safety

Hendersons have a zero tolerance for child abuse. Child abuse includes sexual offences, grooming, physical violence, serious emotional or psychological harm, serious neglect and a child's exposure to family violence. Hendersons is committed to the protection of all children from all forms of child abuse.

The organisation regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations to maintain a child safe culture.

3. Child Safety: Values and Principles

Hendersons commitment to child safety is based on the following overarching principles that guide the development and review of our practices, policies and procedures to protect children from child abuse.

- All children have a right to feel safe.
- Child safety and protection is everyone's responsibility.
- The safety of children is contingent upon the existence of a child safe culture.
- The welfare and best interests of the child are paramount.
- The views of the child and the child's privacy must be respected.
- Child safety awareness is fostered and openly discussed within our organisation.
- Clear expectations for appropriate behaviour with children are established in our Child Safety Code of Conduct.

- Procedures are in place to screen all staff and contractors.
- Procedures for responding to alleged or suspected incidents of child abuse are simple and accessible for all members of the organisation.
- Children from culturally or linguistically diverse backgrounds have the right to special care and support, including those who identify as Aboriginal or Torres Strait Islander.
- Children who have any kind of disability have the right to special care and support.

The Working with Children Act 2005 (Vic) defines “direct contact” as any contact between a person and a child (aged under 18) that involves:

- Physical contact; or
- Face to face contact; or
- Contact by post or other written communication; or
- Contact by telephone or other oral communication; or
- Contact by email or other electronic communication.

4. Responsibilities

Child protection is everyone’s responsibility. At Hendersons, all members of staff, as well as contractors, third parties and parents/guardians, have a shared responsibility for contributing to the safety and protection of children.

5. Reporting Child Protection Concerns

We endeavour to create a workplace in which open and honest communication among all employees is valued and respected. Hendersons will ensure employees are aware of our Child Safety Policy.

Staff, contractors, volunteers, parents/guardians and other community members who have concerns that a child may be subject to abuse or grooming are asked to contact Hendersons Senior Child Safety Officer Annette Paroissien, by phoning 9813 0277 or emailing accounts@hendersons.com.au. All communication will be treated confidentially.

If there is a concern that a child is in immediate danger, please call emergency services on 000.

The Child Safety Policy should be read in conjunction with Hendersons Child Safety Code of Conduct.

<i>Breach of Policy</i>	<i>Application</i>
<p>If you do not follow this organisational policy, you could face disciplinary action. In serious cases this may include termination of your employment.</p> <p>If you are found to have broken the law, you may also be personally liable.</p>	<p>This is an organisational policy of Hendersons. It applies to all employees and contractors.</p>

Policy Updates

This Policy may change from time to time and these changes will be communicated with staff.

Governance

1. This Policy Statement applies to every employee and contractor of Hendersons Educational Services Pty Ltd.

Child Safety Policy Complaints and Enquiries

If you have any queries or complaints about our Child Safety Policy please contact Hendersons Management on:

T: (03) 9813 0277

E: accounts@hendersons.com.au

Related Policies:

- Code of Conduct
- Cybersafety Policy

Related Legislation:

- Children, Youth and Families Act 2005
- Working with Children Act 2005