



## Cranbourne Secondary College

WHILE WE LIVE WE GROW

### Child Safety Policy

#### Statement of Belief:

Cranbourne Secondary College is a school that is totally committed to the care, safety and wellbeing of its students. The College has a zero tolerance to child abuse. Our motto *Getting the Best From and For our Students* and a vision based on the holistic education of our students is aimed at ensuring all students reach their academic, social and emotional potential. This occurs in a safe and supportive environment where students are taught to show Pride, Respect, Integrity, Commitment and Enthusiasm.

The purpose of this policy is to outline Cranbourne Secondary College's commitment to the care, safety and wellbeing of our students. It provides information on the procedures we have in place to ensure student safety at school, on line or whilst participating in any school related activity. This policy has been developed in line with Ministerial Order 870 and applies to all members of the College community including Teachers, Educational Support Staff, Contractors (employed by the school or the department) and volunteers.

#### General Principles

1. The College's policies and procedures are compliant with the relevant legislation.
2. All students have the right to attend a learning environment that is safe, caring and looks after their wellbeing.
3. All students have the right to an education that is aimed at maximising their individual potential.
4. All adult members of our school community including teachers, educational support staff, parents, contractors and volunteers have a responsibility to protect students from harm.
5. All members of the College community are encouraged to speak up if they have concerns regarding child safety with the knowledge their concerns will be taken seriously and actioned appropriately when required.
6. In situations where harm has been disclosed or is suspected, those involved will be provided appropriate support and treated with sensitivity and respect.
7. The College believes that the education of its students is a partnership involving students, parent's/ carers and teachers and actively encourages all parties to be involved in the decision making process.

8. The College embraces its cultural diversity and (has zero tolerance for discrimination) promotes the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students as well as students from a wide range of culturally and/or linguistically diverse backgrounds.
9. The College promotes the safety, participation and empowerment of students with a disability.
10. All members of the College community have a right to appropriate confidentiality.

## **Responsibilities**

### **School Leadership**

The Cranbourne Secondary College Council, Principal, Assistant Principals and Leading Teachers have a responsibility to promote awareness to the fact that child safety is the collective responsibility of the school community. Responsibilities include:

- Ensuring the Colleges complies with Ministerial order No 870.
- Providing a safe and supportive environment for students.
- Modelling professionally appropriate teacher student behaviours.
- Ensuring all staff members and volunteers have a clear understanding of their responsibilities in relation to child safety matters.
- Providing appropriate professional development to enable staff to meet their child safety obligations.

### **School Staff**

This includes Teachers, Educational Support Staff and Volunteers. Responsibilities include

- Ensuring they are aware of and adhere to the Colleges **Child Safety Code of Conduct**.
- Provide a safe and support learning environment where students are treated with courteous and respect.
- Providing a duty of care and protect students at the College.
- Work with Students to develop their understanding and enactment of the College's P.R.I.C.E values.
- Follow the schools procedures when reporting child abuse.

## **Student Safety Participation and Empowerment**

Cranbourne Secondary College strives to holistically educate our students and they are encouraged to speak up and express their views and concerns in an open, honest and respectful manner. Avenues to raise concerns are regularly discussed with students. The College values student voice and has avenues for students to be actively in all aspect of the College, including whole school decision making.

The Wellbeing Team, Coordinators and Pastoral Care Teachers work in unison to deliver a range of proactive programs that are aimed at developing the resilience, empowerment and safety of our students.

The College has a fully professional Wellbeing Team lead by a Psychologist who regularly meets with coordinators to support our students. The College has well defined referral processes for students, staff and parents all aimed at supporting our students.

## **Reporting and Responding**

Cranbourne Secondary College keeps accurate records of child safety complaints and mandatory reports made by staff. Our school has established processes to ensure that appropriate action is taken to respond to student safety and their wellbeing. The College Wellbeing Team consists of highly trained professionals (2 Psychologists, 1 Social Worker and Adolescent Health Nurse who provide

professional wellbeing support to our students. When staff have concerns for a child's safety or are making a mandatory report they are required to contact the Colleges designated Child Safety Officer Mr Martin Cash. The College has structures, programs and professional development in place to assist staff to:

- Identify the warning signs for students at risk of harm.
- Understand when they are required to make a mandatory report.
- Assist staff in making a mandatory report
- Support students when needed.

The College has a clearly communicated complaints process for all members of the College community, whereby all concerns and complaints are dealt with promptly and everyone is treated with respect, fairness and dignity.

## **Employment Practices**

Cranbourne Secondary College has thorough and rigorous selection and screening processes in place for the recruitment of staff and volunteers who work with students at the College. The College has checks in place to:

- Ensure all prospective new staff are interviewed.
- Confirm identity.
- Undertake reference checks to confirm work history and suitability to work with our students.
- Ensure applicants and volunteers have a Working with Children and National Police Check.

The College has an ongoing review process that helps assess the suitability of all our staff to continue to work with our students and all teaching staff are required to have current VIT Registration.

## **Child Safety Staff Education and Training**

Cranbourne Secondary College provides ongoing professional development to its staff to ensure that all staff are familiar with their legal obligations and the Colleges expectations in relation to child safety, mandatory reporting and student wellbeing on an annual basis.

## **Communication**

The College communicates information to parent's teachers and students via information nights, the communication schedule, the school web site, our compass platform, staff handbook, form assemblies and year level assemblies.

- All new staff receive a copy of our Child Safety Policy and Staff Code of Conduct which is discussed as part of their induction to the College.
- Upon enrolment at the College all parents and students receive a copy of our Child Safety Policy, Code of Conduct, Complaints Process and Parents Guide to Child Protection Issues
- Regular information sessions are held for staff volunteers and students.

## **Child Safety Officer**

Any incidents or concerns relating to the safety of students must be reported to the College Child Safety Officer Mr Martin Cash.

## **Review**

This policy will be reviewed annually to ensure that it meets the needs of our students and complies with the