

Alexandra Community Hub

Child Protection Policy

Policy No: 4

Policy:

Alexandra Community Hub (ACH) is committed to promoting and protecting the interests of children involved in its programs. All children, regardless of their gender, race, religious beliefs, age, disability, sexual orientation, or family or social background, have equal rights to protection. ACH has zero tolerance for child abuse. Everyone working or volunteering at ACH is responsible for protection of children within our care and for reporting information about suspected inappropriate behaviour towards children.

ACH supports and respects all children, staff and volunteers. ACH is committed to the cultural safety of children, particularly those from culturally and/or linguistically diverse backgrounds including Aboriginal children, and to providing a safe environment for children living with a disability.

ACH will ensure that children's voices are listened to and their experience is considered.

If any person believes a child is at immediate risk of abuse, they should telephone 000 and immediately notify the Coordinator.

Procedure:

The Coordinator and Committee of Management will:

1. Ensure that all staff and volunteers are aware of relevant laws, organisational policies and procedures, and the organisations Code of Conduct
2. Ensure that all adults within the ACH community are aware of their obligation to report suspected abuse of a child in accordance with these policies and procedures
3. Ensure that all staff and volunteers are aware of their obligation to observe the Code of Conduct (particularly as it relates to child safety)
4. Deal with and investigate reports of child abuse as per the guidelines set out in the procedural manual
5. Provide support for staff and volunteers in undertaking their child protection responsibilities
6. Assess the immediate risk of child abuse and take appropriate steps to minimise the risk to the extent possible
7. Ensure employees and volunteers are provided with educational materials about the prevention and detection of child abuse
8. Ensure children are provided with easily understood information about their rights and can participate in decisions affecting them.
9. Ensure that children have access to a simple complaints process which is age appropriate.
10. Ensure that any complaints made by children are taken seriously and are handled in accordance with the complaints policy.
11. Ensure that families of children and young people are informed and are involved in promoting child safety and wellbeing
12. Report any inappropriate behaviour or suspected abusive activities to the relevant

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authorities

All Staff and Volunteers share in the responsibility for the prevention and detection of child abuse, and must:

13. Promote child safety at all times
14. Familiarise themselves with the relevant laws, and ACH's policy and procedures in relation to child protection, and comply with all requirements
15. Report any suspicion or reasonable belief that a child's safety may be at risk to the Coordinator or a member of the Committee of Management and fulfil their obligations as mandatory reporters
16. Provide an environment that is supportive of all children's emotional and physical safety.

Related Legislation

Crimes Act 1958 (VIC)

Child Wellbeing and Safety Amendment Act 2015 (VIC)

Related Policies

Complaints Policy

Working with Children Check Policy

Police Check Policy

Volunteer Policy

Related Websites

Commission for Children and Young People <https://ccyp.vic.gov.au/>

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