



EYNESBURY
COLLEGE

CHILD SAFE ENVIRONMENT POLICY

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SECTION A - INTRODUCTION

A.1 Purpose

Eynesbury College is committed to child safety and the provision of an environment where children are treated with respect and protected from harm. This policy outlines the standards of behaviour and practices that Eynesbury College has implemented for staff working or volunteering with children.

It complies with the Child safe environments: Principles of good practice and Child safe environments: Standards for dealing with information obtained about the criminal history of employees and volunteers who work with children.

A.2 Scope

This policy applies to all prospective and current students and staff of Eynesbury College.

A.3 Definitions

Word/Term	Definition
Child or young person	A person aged under 18 years of age as defined in the Children and Young People (Safety) Act 2017
Staff	Employees (permanent and casual), volunteers, contractors, sub-contractors, work experience students, indirect service providers, any other individual involved in this organisation

A.4 Acronyms

Abbreviation	Phrase or Word
DHS	Department of Human Services

SECTION B - POLICY STATEMENT

B.1 Principles

All children who come to Eynesbury College have a right to feel and be safe. Eynesbury College is committed to the safety and well-being of all children and young people and the creation of a child safe and child friendly environment where all children are valued and feel safe.

B.2 Policy

1 Children's participation

- 1.1 Eynesbury College encourages and respects the views of children and young people. Eynesbury College listens to and acts upon any concerns raised by children, young people or their families.
- 1.2 Eynesbury College ensures that children, young people and their families know their rights and how to access the complaints procedures available to them.
- 1.3 Eynesbury College values diversity and does not tolerate any discriminatory practices.

2 Recruitment practices

- 2.1 Eynesbury College takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children. A range of measures are used in the screening and recruitment of employees and volunteers. Interviews and referee checks are conducted for all employees.
- 2.2 Child related employment screenings are undertaken by the DHS screening unit for people working within our organisation that:
 - have regular contact with children and are not directly supervised at all times
 - work in close proximity to children on a regular basis and are not directly supervised at all times or
 - supervise or manage persons who:
 - have regular contact with children or
 - work in close proximity to children on a regular basis or
 - have access to sensitive records relating to children or young people

Exemptions from this requirement may apply and will be considered on a case-by-case basis.

3 Code of conduct

- 3.1 All employees are made aware of, and must abide by, the **Navitas Values in Action**.
- 3.2 All students are made aware of, and must abide by, the **Student Code of Conduct**.

4 Support for employees and volunteers

- 4.1 Eynesbury College seeks to attract and retain the best employees and volunteers. We provide support and supervision so people feel valued, respected and fairly treated. We ensure that employees/volunteers who work with children may undertake training so that their capacity is developed and enhanced to promote the establishment and maintenance of a child safe environment.

5 Reporting and responding to suspected child abuse and neglect

5.1 Incidents of child abuse will not be tolerated. Please refer to the **Eynesbury College Mandatory Notification Policy**.

6 Supporting children, young people and their families

6.1 Child Protection is everyone's responsibility. Even where a report is made, Eynesbury College may still have a role in supporting the child or young person.

6.2 Support may include:

- Referring the child, young person or their family to other appropriate services
- Displaying information about services that can assist children and their families (such as the Kids Helpline and Youth Healthline) in areas accessed by children and their families.

7 Strategies to manage risk

7.1 To help maintain a safe environment for children, Eynesbury College reviews its risks regularly and implements strategies to minimise and manage these risks.

8 Harassment/bullying

8.1 Eynesbury College opposes all forms of harassment, discrimination and bullying. Refer to the **Navitas Values in Action**.

9 Communication

9.1 It is a requirement that all Eynesbury College staff read and abide by this policy.

SECTION C - GOVERNANCE

C.1 Responsibility

Identification	Child Safe Environment Policy
Policy Owner	Eynesbury College Director
Approving Authority	Eynesbury Executive Group (EEG)
Initial Issue date	July 2023
Directory Location	Quality Unit, Document Management, Policies, Eynesbury College

C.2 Version Control

Current Version Number	1.0
Date of Effect	07/2023
Review Date	07/2026
Privilege Level	Public

C.3 Legislative and Organisational Context

Name
Children and Young People (Safety) Act 2017
Child Safe Environments: Principles of Good Practice
Child Safe Environments: Standards for dealing with information obtained about the criminal history of employees and volunteers who work with children issued by the Chief Executive

SECTION D - PROCEDURE

D.1 Related Procedures

None

D.2 Related Policies

Working with Children Check Policy

Mandatory Notification Policy

Navitas Recruitment Policy

Risk Management Policy

Student Code of Conduct