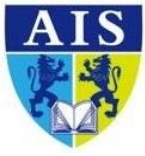


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VERSION	V1.1	CREATED:	01/11/2015
		LAST MODIFIED:	19/02/2019
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RELATED DOCUMENTS:	<ul style="list-style-type: none">– Complaints Policy– Staff Selection and Recruitment Policy– Employee Code of Conduct Policy– Risk Management Policy– Access Equity & Fairness Policy– Privacy Policy– Student Code of Conduct		
REFERENCES:	<ul style="list-style-type: none">– Children and Young People (Safety) Act 2017– Children’s Protection Act 1993 (to the extent that it remains operational)– Protective Practices for Staff Guidelines (DECD, CESA, AISSA)		
RELEVANT STANDARDS	<ul style="list-style-type: none">– Education Standards Board (ESB)– ELICOS National Standards– Education Services for Overseas Students (ESOS) Act 2000		
AUTHORISED:		DATE	01/03/2019
POSITION:	PRINCIPAL		





PURPOSE

The Children and Young People (Safety) Act 2017 places a duty of care on the organisation and all persons individually who deal with children under the age of 18 years of age whether in an employed or voluntary capacity. The safety, wellbeing and protection of students is a fundamental commitment of Adelaide International School.

The purpose of this document is to outline the roles and responsibilities of all AIS employees in relation to the protection of children and maintaining a child safe environment at AIS.

POLICY

AIS is committed to creating a safe and healthy environment where children are kept safe through the prevention, identification and reporting of child abuse and neglect. AIS undertakes to take all reasonable steps to:

- Implement appropriate processes to protect children from inappropriate risk or harm
- Support vulnerable children
- Fulfil all obligations to promptly report child protection concerns
- Ensure that staff and volunteers have undergone relevant screening
- Have relevant and appropriate processes in relation to Child Protection issues

SCOPE

This policy applies to:

- all persons employed by AIS or who are acting for, or on behalf of, AIS
- students and parents;
- Homestay parents / accommodation providers

DEFINITIONS

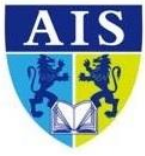
Staff member: A person, either paid or working voluntarily in any capacity at AIS including through Homestay.

Abuse: For the purposes of this policy 'abuse' will include, but is not limited to, inappropriate behaviours such as:

- Inappropriate physical contact
- Inappropriate discussion
- Threatening behaviour
- Mental or physical cruelty/mistreatment
- Solicitous behaviour
- Taking images of children for any purpose other than those required for school purposes with prior written permission from the parent on file
- Discriminatory behaviours including harassment and bullying

Act: The Children and Young People (Safety) Act 2017 or as amended from time to time.

Children: Persons less than 18 years of age who are enrolled at AIS, attending AIS as a part of a study tour or any other activity organised by AIS.



Criminal History Check Assessment: Includes a Department of Communities and Social Inclusion (DCSI) clearance and an assessment based on the resultant report.

Mandated Notification: Legal requirement to report suspected cases of abuse or neglect.

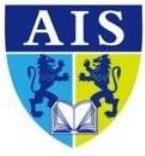
PRINCIPLES THAT SUPPORT THIS POLICY

1. The School recognises that children and students have a right to feel safe and be treated with dignity and respect, free from emotional and physical danger, abuse and neglect.
2. Children and young people are entitled to their rights irrespective of their special needs, gender, race, sexual orientation or cultural, religious or family circumstances.
3. AIS undertakes appropriate risk management strategies to support the wellbeing of students.
4. AIS will, at a minimum, comply with all legal responsibilities in relation to child safety and child protection. This includes mandated notification to the Child Abuse Report Line on 13 14 78.
5. Maintaining children and young people's attendance at, and engagement with education and care environments is a key contributor to their long-term health, safety and wellbeing.
6. All staff members have a responsibility to care for children and young people, to positively promote their wellbeing and to protect them from any type of harm or abuse
7. Staff members work to develop strong, positive relationships with parents and students to support the wellbeing of children through their education.
8. All persons involved in situations where harm or abuse is suspected or disclosed will be treated sensitivity, dignity and respect.
9. The Principal must be kept informed of any issue relating to potential or actual risk to the protection of students and children
10. All persons who will or may have contact with minor children will be required to undertake a Criminal History Check Assessment (DCSI - Child).
11. Appropriate confidentiality of information will be maintained.

RESPONSIBILITIES

Principal

1. Act as the Child Protection Officer of AIS including
 - Being the first point of contact to provide advice and support to children, parents, staff and other AIS stakeholders in regard to child safety and wellbeing
 - Maintaining up to date knowledge of Children's Protection issues
 - Acting as the information and procedural conduit between regulatory authorities, School Board, staff, children and parents and other AIS stakeholders.
2. Maintain up-to-date policies and practices for all related areas including employment DCSI checks
3. Provide staff members with reasonable support to fulfil their responsibilities
4. As far as practicable, monitor the compliance of staff with respect to this policy
5. Ensure staff undertake relevant and appropriate professional development in relation to child safety.



6. Undertake mandatory notification as appropriate
7. Maintain appropriate documentation about reports and incidents
8. Periodically review practices to support compliance with this policy.

Director of Education

1. Support the Principal in the implementation of this policy
2. Show behaviours that are consistent with the expectations of this policy
3. Undertake mandatory notification as appropriate
4. Assist with the provision of relevant professional development for staff members

Teachers

1. Show behaviours that are consistent with the expectations of this policy
2. Support students who show symptoms of abuse or neglect, or who report issues of abuse or neglect.
3. Inform the Principal about concerns for students
4. Undertake mandatory notification as appropriate
5. Undertake appropriate professional development in relation to this policy

Non-teaching staff

1. Undertake appropriate child protection training
2. Inform the Principal about concerns for students
3. Show behaviours that are consistent with the expectations of this policy
4. Undertake appropriate professional development in relation to this policy

Students

Children who access AIS's services will be:

- encouraged to make suggestions and provide their point of view, particularly with respect to issues that affect children
- provided guidance and support in reporting situations where they feel or are unsafe
- encouraged to raise concerns and be confident that those concerns will be acted upon.

External Providers

When an external training provider is contracted to provide all or a portion of a program, AIS will ensure and have documented that the external provider:

- is competent
- has a compliant Criminal Screening Check Assessment process for any individual and/or entity acting on their behalf
- employees will evidence comprehensive understanding of Child Safe Environments and Mandated Notification requirements
- has the appropriate level of public liability insurance.

AIS will not sign any documents or disclaimers which absolve the external provider or any individual or entity working on their behalf from liability for negligent acts or abuse

END OF POLICY