

Child Safe Policy



Philosophy

Wanslea is committed to ensuring the safety of all children, by placing the safety of children and young people at the forefront of its operations, and embedding a child safe culture across all programs and services.

Purpose

To promote the safety and wellbeing of all children engaged with Wanslea's services, by ensuring that they feel safe and are safe from any form of abuse and/or neglect; enabling them to develop to their full potential.

Scope

This policy applies to all Wanslea employees, clients, visitors, members of the general public and others who are present in the workplace where work, tasks, events or activities are carried out by, and on behalf of, Wanslea.



Our Commitment

Wanslea is committed to child safety by providing, maintaining and promoting services as a child safe organisation that:

- Has zero tolerance of child abuse or any form of harm
- Takes action to protect children from physical, sexual, emotional, psychological and cultural abuse; family and domestic violence and from neglect
- Creates conditions that minimise risk and aim to eliminate harm to children
- Promotes the identification and reporting of risk and suspected harm to children through a robust set of policies and guidelines
- Responds appropriately and effectively to disclosures, allegations and suspicions of harm
- Creates a child safe culture that is understood and accepted at all levels of the organisation and is reflected in child safe practices throughout the organisation

Wanslea is committed to an inclusive and culturally secure approach to child safety that includes and empowers:

- Aboriginal children
- Children from culturally and/or linguistically diverse backgrounds



- Children with disabilities and/or additional needs
- Gender diverse children

Wanslea is committed to embedding the nationally endorsed 'Child Safe Principles' as follows:

- Child safety is embedded in organisational leadership, governance and culture
- Children can participate in decisions affecting them and their views are taken seriously

- Families and communities are informed and involved
- Equity is upheld and diverse needs are taken into account
- People working with children are suitable and supported
- Processes to respond to complaints of child abuse (or other concerns) are child-focused and empower children to make complaints
- Staff are equipped with the knowledge, skills and awareness to keep children safe, through continual education and training
- Physical and online environments minimise the opportunity for abuse or other kinds of harm to occur
- Implementation of the Child Safe Standards is continuously reviewed and improved
- Policies and procedures document how the organisation is child safe

Wanslea is committed to maintaining quality child safe operations across the organisation. Wanslea will achieve this through a process of continuous improvement.

This will include:

- Undertaking periodic reviews of all areas of organisational operations against child safe principles and best practice standards to identify areas requiring alignment, improvement or change
- Monitoring operations and implementing actions for improvement or change as required
- Involving children and their families in review processes
- Maintaining a culture of child safe awareness through regular and open communication, and providing ongoing training to employees

Our Policy

- Wanslea has zero tolerance of child abuse and/or neglect. This includes sexual, physical, emotional abuse as well as omission of care and cumulative harm from neglect
- All employees are to protect children when a risk of abuse and/or neglect is identified and follow the Disclosures or Allegations of Abuse - Child Safe Guideline. Incident Management reporting and Notifications of Serious Matters policies are also to be followed
- All disclosures or allegations of child abuse and/or neglect will be thoroughly investigated and procedural fairness applied in all instances
- Employees and others who fail to protect a child from abuse and/or neglect and fail to follow Wanslea policies and procedures relating to reporting child abuse will be investigated and may amount to serious misconduct and/or a criminal offence. All instances of serious misconduct and criminal offences will result in consequences to the employee, volunteer or contractor. All instances of a criminal offence committed will be formally reported and pursued according to legislation
- All information considered or recorded with respect to child abuse/neglect must be kept confidential and private in line with Wanslea's Privacy Policy
- An awareness of and responsiveness to cultural issues where a child subjected to abuse/neglect

is Aboriginal or Torres Strait Islander, or is from a Culturally and Linguistically Diverse, background needs to be taken into consideration

- Rigorous recruitment, selection, background checks and induction processes are undertaken that emphasise the safety of children and young people to ensure staff have the skills, clearance and capacity to perform the duties required of them at any of Wanslea's workplaces
- Effective training and supervision are to be provided to all employees and others where appropriate, to ensure that everyone is supported, confident and understands that child safety is everyone's responsibility
- Effective practice and quality assurance governance are to be maintained and regularly reviewed to ensure that Board, Executive and staff understand and deliver against their accountabilities in relation to child and client safety, risk minimisation and continuous improvement. This is undertaken through Wanslea's Practice Governance and Quality Assurance Framework



Responsibilities

All Employees

- Accept and contribute to a culture and workplace of child safety
- Adhere to this policy and all related policies, procedures, guidelines, codes and frameworks
- Report to Line Management when breaches of child safe practices occur, and follow all established policies and guidelines
- Actively support and participate in reviews of operations against child safe standards
- Contribute to a culture of child safe awareness through regular and open communication, and participation in training
- Actively support child safe organisational improvements



Responsibilities

Line Management

- Ensures that all related policies, guidelines, codes and frameworks are followed
- Undertakes child safe reporting as required by standards, protocols and legislation
- Ensures the ongoing monitoring of operations against child safe standards occurs, and improvements/changes are implemented as required
- Ensures Wanslea's commitment to maintaining quality child safe operations across the organisation through a process of continuous improvement and training is followed
- Reflects a commitment to child safety in leadership, governance and culture



Definitions

Educator - for the purpose of this policy refers to Family Day Care and In Home Care Educators

Employee - For the purposes of this policy, the terms 'employee' refers to an employee or volunteer of Wanslea engaged in the provision of any Wanslea service.

Gender Diverse - A term used to describe labels people may apply when their sex and gender identity, expression, or perception does not conform to the male and female gender forms and stereotypes others expect. This includes, amongst other terms, lesbian, gay, bisexual, transgender, intersex (LGBTI+).

Line Management - Wanslea managers, supervisors, coordinators and all other persons who have authority to direct the scope and nature of work. It is expected, so far as practicable, for management to ensure that this policy is followed.

Other/s - For the purposes of this policy, the term 'other/s' refers to any contractor, educator, agency, service provider or volunteer who is providing work for, or on behalf of, Wanslea at any Wanslea workplace or work site, or engaged in the provision of any Wanslea service.

Procedural Fairness - Due process being observed in every investigation. Procedural fairness requires an investigator to: inform people against whose interests a decision may be made of the substance of any allegations against them or grounds for adverse comment in respect of them, and give them an opportunity to respond; provide all parties with a reasonable opportunity to put their case, whether in writing, at a hearing or otherwise; consider all submissions carefully; make reasonable inquiries or investigations before making a decision; take into account all relevant factors and no irrelevant factors; ensure that no person decides a case in which they have a direct interest; act fairly and without bias; and conduct the investigation without undue delay.

Workplace - this term is used when referring to all Wanslea work locations collectively and includes Family Day Care (FDC), In Home Care (IHC), Out of School Home Care (OSHC) premises where work, tasks, events or activities are carried out by and on behalf of Wanslea. The workplace includes all locations where tasks or activities are carried out by, and on behalf of, Wanslea. This Includes but is not limited to fleet vehicles and services/events in the community.

Additional information/legislation to be viewed with this policy

- Children and Community Services Act 2004
- Care and Protection of Children Act 2007 (Northern Territory)
- Children, Young Persons and Their Families Act 1997 (Tasmania)
- Better Care, Better Services
- National Principles for Child Safe Organisations
- Education and Care Services National Law (WA) Act (2012)
- Education and Care Services National Regulations (2012)
- National Quality Standard for Early Childhood Education and Care and School Age Care (2018)
- Disability Services Act 1993
- Disability Services Regulations 2004
- NDIS Practice Standards
- National Quality and Safeguarding Framework

External resources to be utilised for further information

- National Principles for Child Safe Organisations WA: Guidelines
Child Safe Organisations WA
<https://www.ccyp.wa.gov.au/our-work/child-safe-organisations-wa/>
Commissioner for Children and Young People WA
<https://www.ccyp.wa.gov.au/>
- The Three Pillars of Transforming care. Author-Howard Bath
<http://www.twi.org.au/3PHealingInTheOther23Hours.pdf>
- Australian Human Rights Commission <https://humanrights.gov.au/>
- United Nations Convention on the Rights of the Child
- Create Foundation <https://create.org.au/who-we-are/>
- Charter of Rights Poster for Children and Young People in Care
https://create.org.au/wp-content/uploads/2019/02/Charter_WA_Poster.pdf

Supporting Documentation

Location	Name of Document
IBMNotes/Guidelines/Corporate Services/General	Disclosures or Allegations of Abuse – Child Safe Guideline
IBMNotes/Policies/CorporateServices/HR	HR-Staff Code of Conduct (CORPWAP028)
IBMNotes/Policies/ECEC/General	Child Protection Policy (WELDWDP058)
IBMNotes/Policies/CorporateServices/General	Incident Management and Reporting Policy (CORPWA026)
IBMNotes/Policies/CorporateServices/General	Notification of Serious Matters Policy (CORPWA040)
IBMNotes/Policies/MKM/Foster Care	Foster Care – Abuse in care protocols
IBMNotes/Policies/MKM/Foster Care	Foster Care – Significant Incident Policy
IBMNotes/Policies/CorporateServices/General	Risk Management Policy and Framework (CORPWAP014)
IBMNotes/Policies/CorporateServices/General	Whistleblower Policy (CORPWAP009)
IBMNotes/Policies/CorporateServices/General	Practice Governance and Quality Assurance Framework (CORPWAP025)