



Responsible Officers:	Principal
Version:	4.0
Approved By:	College Board
Date Approved:	18 September 2024
Next Review Date:	30 June 2026

## CHILD SAFETY AND WELLBEING POLICY

### 1. PURPOSE

The Billanook College Child Safety and Wellbeing Policy demonstrates our College's commitment to creating and maintaining a child safe and child-friendly organisation, where children and young people are safe and feel safe.

This policy provides an overview of our School's approach to implementing [Ministerial Order 1359](#) which sets out how the Victorian Child Safe Standards apply in school environments.

It informs our School community of everyone's obligations to act safely and appropriately towards children and guides our processes and practices for the safety and wellbeing of students across all areas of our work.

### 2. SCOPE

This policy:

- x applies to all College Staff, volunteers and service providers whether or not they work in direct contact with students. It also applies to College Board members where indicated
- x applies in all physical and on-line College environments used by students during or outside of school hours, including other locations provided for a student's use (for example, a School camp) and those provided through third-party providers
- x should be read together with our other child safety and wellbeing policies, procedures and codes – refer to the related College policies section below

### 3. DEFINITIONS

The following terms in this policy have [specific definitions provided by DET\(Vic\) click here:](#)

- x child
- x child safety
- x child abuse
- x child-connected work
- x grooming
- x mandatory reporting
- x reportable staff - TT2T(r)-6 (y)-2 ( r)-6 (epor)407caT( x€ chil ( )Tjd abus r Depor x school
- x school governing authority (College Board)
- x student
- x volunteer

### 4. OUR STATEMENT OF COMMITMENT TO CHILD SAFETY

Billanook College is a child safe organisation which welcomes all children, young people and their families.



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We are committed to providing environments where our students are safe and feel safe, where their participation is valued, their views respected and their voices are heard about decisions that affect their lives. Our child safe policies, strategies and practices are inclusive of the needs of all children and students.

We have no tolerance for child abuse and take proactive steps to identify and manage any risks of harm to students in our School environments.

We promote positive relationships between students and adults and between students and their peers. These relationships are based on trust and respect.

We take proactive steps to identify and manage any risk of harm to students in our School environment and activities. When child safety concerns are raised or identified, we treat these seriously and respond promptly and thoroughly.

Particular attention is given to the child safety needs of Aboriginal and Torres Strait Islander students, those from culturally and linguistically diverse backgrounds, International students, students with disabilities, those unable to live at home, children and young people who identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual (LGBTQIA+) and other students experiencing risk or vulnerability. Inappropriate or harmful behaviour targeting students based on these or other characteristics, such as racism or homophobia, are not tolerated at our School and any instances identified will be addressed with appropriate consequences.

Child safety is a shared responsibility. Every person involved in our School has an important role in promoting child safety and wellbeing and promptly raising any issues or concerns about a child's safety.

We are committed to regularly reviewing our child safe practices, and seeking input from our students, families, Staff, and volunteers to inform our ongoing strategies.

### 5. ROLES AND RESPONSIBILITIES

The College Board

The Billanook College Board has ultimate responsibility for ensuring that in accordance with Ministerial Order No 1359:

- x A strong child safe culture, in all College environments, is created and maintained;
- x Child safety and wellbeing strategies, policies, practices and codes are effectively developed, in place, communicated and adhered to;
- x Ensuring that appropriate and effective child safety risk management and internal controls systems are in place and effective; and
- x Ensuring that child safety is a regular agenda item at College Board meetings and that the College Leadership Team report regularly to the Board on child safety and wellbeing matters, including the implementation and maintenance of strategies to retain a child safe environment and culture at Billanook College.



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The College Directors will:

- x Undertake annual training on child safety; and
- x Act in accordance with the College Code of Conduct (particularly as it relates to child safety and wellbeing).

The College Principal

The College Principal is responsible for:

- x Ensuring effective child safety and wellbeing policies, procedures, codes of practice are in place, communicated, reviewed and updated as necessary.



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- x Facilitating the reporting of any inappropriate behaviour or suspected abusive activities; and
- x Assisting and supporting the Principal in the various responsibilities allocated to that role as outlined above.

The College Leadership Team will act as a Child Safety Officers by:

- x Supporting, encouraging and enabling School Staff, parents and children to understand, identify, discuss and report child safety matters;
- x Raising awareness of our Child Safety and Wellbeing Policy, Code of Conduct and other legal responsibilities championing a culture of child safety across the College;
- x Guiding child safety incident management and reporting; and
- x Supporting or assisting children who disclose child abuse or are otherwise linked to suspected child abuse.

The College Leadership Team should be familiar with the types of abuse that might occur within their area of responsibility and be alert for any indications of such conduct.

All Staff, Volunteers and Service Providers will :

- x Participate in child safety and wellbeing induction and training provided by the College, and always follow the School's child safety and wellbeing policies and procedures;
- x Act in accordance with our [Code of Conduct](#);
- x Identify and raise concerns about child safety issues in accordance with our [Responding to Concerns of Child Abuse Neglect and Safety](#) procedures, including following the [PROTECT Four Critical Actions for Schools](#);





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