



SERVICES AUSTRALIA

Policy name	Child Safety Policy
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Policy group	Service Delivery
Version	1
Status*	Ratified
Ratified by	Chief Executive Officer
Date	21 September 2020
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Owner	Chief Executive Officer

* The status may be DRAFT, RATIFIED or REVIEWED (no change required).

Policy

Objectives	<p>The purpose of this policy is to ensure the safety and wellbeing of all children and young people accessing, or associated with services provided by Ultimate Services Australia PTY LTD.</p>
Context and scope	<p>This Child Safety Policy fulfils Ultimate Services Australia’s obligations under State and territory legislations throughout Australia concerning the reporting of child abuse.</p> <p>Based on the 10 National Principle for Child Safe Organisations this policy guides our practice commitment to child safety. The principles aim to drive cultural change in organisations so that protecting children from abuse is embedded in the everyday thinking and practice of leaders, staff, volunteers and contractors.</p> <p>This will assist the organisation to:</p> <ul style="list-style-type: none">• Prevent child abuse from occurring in our organisation• Encourage reporting of any abuse that does occur; and• Improve responses to any allegations of child abuse

	<p>The National Principles for Child Safe Organisations</p> <ol style="list-style-type: none"> 1. Child safety and wellbeing is embedded in organisational leadership, governance and culture. 2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously. 3. Families and communities are informed and involved in promoting child safety and wellbeing. 4. Equity is upheld and diverse needs respected in policy and practice. 5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. 6. Processes for complaints and concerns are child focused. 7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training. 8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed. 9. Implementation of the national child safe principles is regularly reviewed and improved. 10. Policies and procedures document how the organisation is safe for children and young people.
<p>Definitions</p>	<p>For the purposes of this policy:</p> <p>Child means a person who is under 18 years of age.</p>
<p>Policy Statement</p>	<p>Ultimate Services Australia supports the rights of the child and will act without hesitation to ensure child safety is maintained at all times. We have zero tolerance of child abuse and all allegations and safety concerns will be treated seriously and consistently with our policies and procedures.</p> <p>Ultimate Services Australia is committed to:</p> <ul style="list-style-type: none"> • Protecting children from physical, sexual, emotional and psychological abuse and neglect, as well as promoting their wider health and wellbeing. • Being a child safe organisation, where children and young people feel respected, safe and valued, and are encouraged to reach their full potential. • Promoting diversity and tolerance in our organisation, in particular we promote the cultural safety, participation and empowerment of Aboriginal children, children from a culturally and/or linguistically diverse backgrounds, children who identify as LGBTIQ+ or are gender questioning and children with a disability.

	<ul style="list-style-type: none"> • Employees and those adults associated with our organisation attend training and development programs to help identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse and how to respond. To ensure children are protected from physical, sexual, emotional and psychological abuse and neglect when accessing our services Ultimate Services Australia will have procedures to ensure that: <ul style="list-style-type: none"> All employees and those adults associated with our organisation will: <ul style="list-style-type: none"> ○ Hold current police checks ○ Undertake reference checks prior to appointment ○ Hold Child-screening checks (Working with Children Check) as per the relevant state-based requirements ○ Abide by our Code of Conduct which specifies the standard of conduct required when working with children and how to behave with children in the organisation. ○ Attend regular child safety training ○ Report any suspected incident or allegation of a child being subject too physical, sexual, emotional or psychological abuse or neglect. • Ultimate Services Australia will investigate any suspected incident or allegation of a child being subject too physical, sexual, emotional or psychological abuse or neglect by a member of staff.
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Procedures and Related Documents

Procedures that relate to this policy	PR-SD13-01 Child Safety-Mandatory Reporting Procedure PR-PC03-01 Child-Related Screening Checks Procedure PR-PC03-02 Police Records Check Procedure
Related policies	PL-QM02 Mandatory Notifications Policy PL-PC03 Resourcing and Recruitment Policy
Relevant legislation or standards	Child, Youth and Families ACT 2005 (Vic) Child Wellbeing and Safety Amendment (Child Safe Standards) Bill 2015 (Vic) Crimes Amendment (Protection of Children) Act 2014 (Vic)
Related documents	United Nations Convention on the Rights of the Child

Document Change History

* Valid values for this column are: DRAFT, RATIFIED, REVIEWED (no revision)

Version	Status*	Comments	Prepared by	Ratified by	Date Ratified
1	Ratified		Aaron Garth	Aaron Garth, Executive Director	21.09.2020