##

## Child Safe Standard 1: action plan

Action Plan Lead name: Principal and Wellbeing Leader

Action Plan review date: January 2023

Principle of Inclusion

Principal has approved and school council has endorsed the Student Engagement and Inclusion policy, Child Safe policy, Child Safe Code of Conduct which takes into account CALD, PSD, Aboriginal/Torres Strait Islander students and vulnerable students are all made available.

Interpreters are used when communicating with parents in person, Compass notifications/Dojo and EAL support is also available.

Acknowledgement of traditional owners is made at every assembly.

The school works closely with the KESO worker for professional development and meeting with aboriginal families. All staff trained in the CUST program.

Staff trained in trauma informed practices. (Berry St)

Interpreters and multicultural aides available at information nights and for reporting.

We celebrate cultural events - Harmony Day, EID and Ramadan, NAIDOC, etc.

Support group meetings such as; SSGs, IEPs and Student Action Plans are held to support students.

Disabled toilet available for students with medical needs.

SSSOs and external agencies used to support students and families.

A school psychologist is employed.

Approved absences for cultural events.

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| **Child Safe Standard** | **Does your school meet the Standard? YES/NO** | **What action(s) does the school need to take to better meet the Standards?**  | **Responsibility (Who)** | **Responsibility (When)** |
| 1. Strategies to embed an organisational culture of child safety, through effective leadership arrangements
 | YES | Staff complete online Mandatory Reporting on LearnEd annually.Child Safe Policy & Code of Conduct shared with staff each year at OHS session.Child Safe reminders added to team meetings and School Council.Wellbeing officer to oversee child Safe work in the school.Encourage all children to have a trusted adult to talk to about their concerns.We recognise the diverse needs of children in the school and have a students at risk planning tool to monitor students. | Principal/Wellbeing Officer | Term 1Induction of staff |
| 1. A Child Safe Policy or Statement of Commitment to Child Safety
 | YES | Yes | Principal/Wellbeing Officer | Reviewed annually or when needed. |
| 1. A Code of Conduct that establishes clear expectations for appropriate behaviour with children
 | YES | Staff code of conduct is shared with staff at the start of each year.  | Principal/Wellbeing Officer | Start of yearStaff Induction |
| 1. Screening, supervision, training and other human resource practices that reduce the risk of child abuse by new and existing personnel
 | YES | Follow the DET guidelines in recruitment.Check VIT/WWCC suitability of employmentReference check always include a question on any known reason for not working with children.Visitors and volunteers policy updated regularly. | Principal/Wellbeing Officer | During recruitment process.After appointment. |
| 1. Processes for responding to and reporting suspected child abuse
 | YES | *Four Critical Actions for Schools* – poster is around the school.Principal/Wellbeing Officer will assist staff when reporting suspected child abuse. | Principal/Wellbeing Officer | At time of need |
| 1. Strategies to identify and reduce or remove risks of child abuse
 | YES | Risk Assessment is conducted and reviewed by the Wellbeing Team.Risk assessment completed.* The school council undertakes appropriate [guidance and training about child safety (PPTX, 2.73MB)](https://www.education.vic.gov.au/Documents/about/programs/health/protect/school-council-training.pptx).
* The principal annually ensures appropriate guidance and training about child safety is provided to school staff.
	+ Staff complete the online module [Protecting Children: Mandatory Reporting and Other Obligations (government schools)](https://edugate.eduweb.vic.gov.au/edrms/keyprocess/PDEV/Pages/LearnED-LMS.aspx)
	+ Staff complete the online module [Protecting Children: Mandatory Reporting and Other Obligations (non-government schools)](https://elearn.childlink.com.au/login/index.php)
	+ Staff watch the Commission for Children and Young People’s video on [Creating a Child Safe Organisation](https://www.youtube.com/watch?v=YJBD_LSU5nQ&feature=youtu.be)
	+ Staff review of [Identifying and Responding to All Forms of Abuse in Victorian Schools (PDF, 2.86MB)](https://www.education.vic.gov.au/Documents/about/programs/health/protect/ChildSafeStandard5_SchoolsGuide.pdf)
	+ Other appropriate child safety guidance and training, undertaken annually.
 | Wellbeing Officer | Annually |
| 1. Strategies to promote the participation and empowerment of children
 | YES | Build individual student confidence and encourage sharing information with a trusted adult.Behavioural expectations at school.School focus around student agency to support voicing opinionsRegular student forums to discuss safety concerns .eg.cyber bullying, playground issues, RRRR. | All staff | Regularly through the year |