



GUTHRIDGE PRIMARY SCHOOL

STANDARD 1

CHILD SAFETY ORGANISATIONAL STRUCTURE

REVIEW:

Guthridge Primary School will review the school's child safe practices across each of the Standards and identify priorities.

As of 2019, this policy will be reviewed every 2 years.

ADDRESS:

Guthridge Primary School will address gaps and priorities by developing an Action Plan, including allocating responsibilities to school leaders for completing the actions.

DETERMINE:

Guthridge Primary School will determine timeframes for meeting gaps identified. This will include allowing time for new policies or procedures to be considered and approved by School Council.

UPDATE:

Guthridge Primary School will update their school statement of philosophy, mission and vision to acknowledge the importance of child safety and protecting children from abuse.

CREATE:

Guthridge Primary School will create a child safety officer/leader position or role in the school to promote the Action Plan and review and report on its delivery.

2018/2019: Sarah Johnstone, Child Safety Coordinator

CONDUCT:

Guthridge Primary School will conduct briefing sessions for school staff members to ensure a high degree of awareness of the Standards and school strategies.

Annually in Term 1

COMMUNICATE:

Guthridge Primary School is school is committed to communicating our child safety strategies to the school community through:

- Ensuring that the Child Safety Policy, Child Safety Code of Conduct, and the Child Safety Reporting Obligations Policy and Procedure are available on the school website
- Once per term reminders in the school newsletter of our school's commitment to child safety
- Ensuring that child safety is a regular agenda item at school council meetings, PLC (staff) and team meetings for discussion.
- Posters, policies and procedures are made accessible to all students, staff, parents and community.



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A school lead for child safety will have sufficient status and authority, including leadership support and the ability to direct other staff (where appropriate), to undertake the role effectively.

The role of the Child Safety Officer is to:

Provide authoritative advice

- act as a source of support, advice and expertise to staff on matters of child safety
- liaise with the principal and school leaders to maintain the visibility of child safety
- liaise with the principal and school leaders to develop the school's child safety culture, including providing support in the coordination of communicating, implementing, monitoring, enhancing and reporting on strategies to embed a culture of child safety
- be a child safety champion

Raise awareness

- ensure the school's policies are known and used appropriately
- ensure the school's child safety policy is reviewed in the context of school self-evaluation undertaken as part of the school accountability framework
- ensure the child protection policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the school in this
- be alert to the specific needs of children in need, those with special educational needs and young carers
- encourage among all staff a culture of listening to children and taking account of their wishes and feelings in any measures to protect them.

Train

Be authoritative in providing advice by:

- keeping their skills up to date with appropriate in-school training
- having a working knowledge of how the Department of Health and Human Services (DHHS) and Community Service Organisations conduct a child protection case conference and be able to attend and contribute to these effectively when required to do so
- be able to keep detailed, accurate, secure written records of concerns and referral
- ensure each member of staff has access to and understands the school's child safety policy and procedures, especially new and part time staff
- make sure staff are aware of training opportunities and the latest DHHS and DET policies and guidance.