



MANDATORY REPORTING



Child Safety Obligations

POLICY

Rationale:

- School staff have a duty of care to protect and promote the safety, health and wellbeing of children and young people in their care.
- Any person registered to teach by the **Victorian Institute of Teaching** is mandated to report to child protection when a belief based on reasonable grounds is formed that a child has suffered or is likely to suffer significant harm resulting from physical injury or sexual abuse, and parents have not or are unlikely to protect the child from harm.

Aims:

- To ensure that children's rights to be safe are maintained and each child is protected against physical injury, sexual abuse, emotional abuse and neglect.

Implementation:

- New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
- Staff will be reminded of mandatory responsibilities are required to complete the online professional learning: Protecting Children-Mandatory Reporting and Other Obligations, annually.
- All concerns must be reported immediately to the Principal, or in his/her absence, the Assistant Principal.
- The Principal/Assistant Principal will keep a record of all discussions about a student with whom there is a concern.
- If a belief has been formed by a staff member that sexual or physical abuse has taken place a "Mandatory Reporting Information Sheet" available from the Principal or Assistant Principal must be completed and filed in the Principal's office.
- It is not the responsibility of staff to investigate.
- The teacher and/or the Principal class officer will contact the Department of Health and Human Services (DHHS) by telephone as soon as possible to make an official notification on:
1300 664 977
- The child's right to protection throughout the process will be upheld.
- Members of the DHHS, or associated support or intervention services that visit the school following a notification, will interview staff and children only in the presence of a Principal class member or his/her nominee.
- All "Mandatory Reporting Information Sheets" remain filed in the Principal's/Nominee's office.
- All reports, information sheets and subsequent discussions and information are to be recorded and remain strictly confidential.
- All incidents to be monitored, and any subsequent signs or indications of abuse are also to be reported.
- While only mandated by law to report incidents of physical and sexual abuse, teachers are also encouraged to report incidents of emotional abuse or neglect.

Evaluation:

- This policy will be reviewed as part of the school's four year review cycle.
Reference: Protecting the safety and wellbeing of children and young people.

This policy was endorsed by Staff and tabled at school council in:

December 2018