



## Safeguarding Children Policy

### 1 Context

- 1.1 At Cabra Dominican College we hold that the care, safety and wellbeing of Children is a central and fundamental responsibility of our College.
- 1.2 This Policy demonstrates the strong commitment of the College to Child safety and establishing and maintaining Child safe and Child friendly environments, where Children feel respected, valued and encouraged to reach their potential.
- 1.3 Employees, Volunteers and Direct Contact Contractors of Cabra Dominican College will act in a positive way to develop a safe environment for the Children and young people in their care.

### 2 Policy Statement

- 2.1 Cabra Dominican College is committed to the safety and wellbeing of all Children at the College. The safety of Children is paramount. We support the rights of the Child and will act without hesitation to ensure a Child safe environment is always maintained.
- 2.2 The College also supports the rights and wellbeing of our Employees, Volunteers and Direct Contact Contractors and encourage their active participation in creating and maintaining a safe environment for all members of the College community.
- 2.3 In keeping with the National Catholic Safeguarding Standards, Cabra affirms its zero tolerance approach towards child abuse.

### 3 Scope

This policy applies to all Employees, Volunteers, Direct Contact Contractors and External Education Providers working within, or for, Cabra Dominican College.

### 4 Definitions

Defined terms are set out in Appendix 1 to this Policy.

### 5 Principles

- 5.1 This Policy has been developed in accordance with Principle 2 of Department of Human Services, "Child Safe Environments: Principles of Good Practice" (July 2012, updated 2019).
- 5.2 This Policy is intended to provide the framework for:
  - (a) the development of work systems, practices, policies and procedures that promote Child protection within the College;
  - (b) the creation of a positive and robust Child protection culture;
  - (c) the promotion, and open discussion, of Child protection issues within the College; and
  - (d) complying with all laws, regulations and standards relevant to Child protection in South Australia.

- 5.3 Child protection at Cabra Dominican College is based on, and underpinned by, the following principles:
- (a) every Child is made in the image of God;
  - (b) the welfare and best interests of each Child is paramount;
  - (c) every Child has the right to be safe and free from Child Abuse or Neglect and Grooming;
  - (d) the views and voice of the Child must be respected;
  - (e) the privacy of the Child must be protected;
  - (f) school Employees and Volunteers have a significant role in the prevention of Child Abuse or Neglect and Grooming and are required to take responsibility for implementing Child protection practices as set out in the Child Protection Suite;
  - (g) Child safety awareness is promoted and openly discussed within the College community;
  - (h) procedures for reporting, and responding to, alleged or suspected incidents of Child Abuse or Neglect and Grooming are simple and accessible for all members of the College community;
  - (i) the safety of Children is dependent upon the existence of a Child safe culture;
  - (j) procedures are in place for Screening the Principal, Board members, members of Executive Leadership, Employees, Volunteers, Direct Contact Contractors and External Education Providers who have direct contact with, or work in close proximity to, students on a regular basis;
  - (k) Responding to Abuse and Neglect Training is mandatory for all College Board members, Employees, Volunteers and Direct Contact Contractors;
  - (l) Children from culturally and linguistically diverse backgrounds have the right to special care and support including those who identify as Aboriginal or Torres Strait Islander;
  - (m) Children who have any kind of disability have the right to special care and support;
  - (n) Child protection goes beyond the face-to-face relationships and extends into the world of online behaviour and interactions.
- 5.4 This Policy is supported by a suite of policies and procedures, both internal and external, that together, comprise the College's holistic commitment to of Child protection ("***the Child Protection Suite***"). The Child Protection Suite comprises:
- (a) this Policy;
  - (b) Bullying and Harassment Prevention Policy;
  - (c) Privacy Policy;
  - (d) Student Grievance Policy;
  - (e) Student Wellbeing Policy;
  - (f) Staff Handbook;

- (g) Student Handbook;
- (h) Procedure for Dealing with Non-Suicidal Self-Injury; and
- (i) Protective Practices for Staff in their Interactions with Children and Young People: Guidelines for staff working or volunteering in education and care settings 2017 (2nd Edition, revised 2019), as amended from time to time.

## 6 Responsibilities

- 6.1 Child protection is the responsibility of all persons who are Employed or Volunteering at Cabra Dominican College. All members of the College Board, Employees, Volunteers, Direct Contact Contractors and External Education Providers with whom Cabra works in partnership have a shared responsibility for contributing to the safety and protection of Children. It is each individual's responsibility to be aware of key indicators of Harm, and to be observant and to raise any concerns they may have relating any of these with a member of Executive Leadership.
- 6.2 The Board Directors will:
- (a) ensure that appropriate resources are made available to allow this Policy and the Child Protection Suite to be effectively implemented within the College;
  - (b) hold the Principal and Executive Leadership accountable for the effective implementation of this Policy and the Child Protection Suite.
- 6.3 Executive Leadership will:
- (a) be accountable for taking all practical measures to ensure that this Policy and the Child Protection Suite are implemented effectively;
  - (b) ensure that a Safeguarding Officer is appointed from the Leadership Team who will have responsibility, under direction from the Principal, in overseeing the implementation of, and compliance with, the Child Protection Suite;
  - (c) actively promote a strong and sustainable Child safety and protection culture within the College and be accountable for ensuring all Employees and Volunteers carry out their work in accordance with the Child Protection Suite.
  - (d) ensure appropriate Screening processes operate in respect of all Employees and Volunteers;
  - (e) ensure that access to appropriate training and development is available to all Employees and Volunteers.
  - (f) ensure staff engage with appropriate Risk Management processes and procedures; and
  - (g) ensure that Third Party Contractors and External Education Providers are aware of, and compliant with, those elements of the Child Protection Suite as apply to them under the terms of their contract or engagement, including by incorporating the terms of the Child Protection Suite into contracts where appropriate.
- 6.4 Employees and Volunteers will, as a condition of Employment or Volunteering at the College:
- (a) comply with, and adhere to, the Child Protection Suite;
  - (b) comply with Screening;



- (c) treat Children with dignity and respect;
- (d) promote models of behaviour between school personnel and Children based on mutual respect and consideration;
- (e) provide a physically and psychologically safe environment for Children which allows them to flourish;
- (f) follow Risk Management and Risk Assessment processes and procedures; and
- (g) fulfill their legal obligations with respect to:
- (h) undergo appropriate training in respect of Child protection and mandatory notification;
- (i) report of Child Abuse or Neglect; and
- (j) comply with their Duty of Care.

## 7 Related Documents and References

- [Catholic Professional Standards, Ltd, National Catholic Safeguarding Standards](#)
- [Child and Young People \(Safety\) Act 2017 \(SA\)](#)
- [Department for Education, Keeping Safe: Child Protection Curriculum](#)
- [Department for Education, Managing allegations of sexual misconduct in SA education and care settings \(2019\)](#)
- [Department for Education, Catholic Education South Australia, and Association of Independent Schools of South Australia, Responding to Problem Sexual Behaviour in Children and Young People: Guidelines for staff in education and care settings \(3<sup>rd</sup> edition, revised 2019\)](#)
- [Department of Human Services, Child Safe Environments Principles of Good Practice \(2012, Updated 2019\)](#)
- [SACCS, Policy for the Care, Wellbeing and Protection of Children and Young People \(2011\)](#)
- [SACCS, Reporting Harm of Children and Young People Procedure \(2020\)](#)



## 8 Revision Record

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	1.0	17 Nov 2020		Original Document Replaced Child Protection Policy				
	1.1	4 May 2021		Updated style				
	1.2	November 2021		Review of style Inclusion of National Catholic Safeguarding Standards				

## Appendix 1: Definitions

In this policy, the following definitions apply:

**Bullying** is repeated verbal, physical or social behaviour that is Harmful and involves the misuse of power by an individual or group towards one or more persons and includes Cyber-Bullying.

**Child** means:

- a person under 18 years of age;
- or a person enrolled as a student at the College regardless of their age, and references to **Children** is to be taken as the plural.

**Child Abuse or Neglect** means:

- Child Neglect;
  - Child Emotional Abuse;
  - Child Physical Abuse; or
  - Child Sexual Abuse,
- or any combination of these.

**Child Neglect** is any serious omission or commission by a person which jeopardises or impairs a Child's psychological, intellectual or physical development and includes, but is not limited to:

- inadequate care and supervision of young Children for long periods of time;
- failure to provide adequate nutrition, clothing or personal hygiene;
- failure to provide necessary health care/medical treatment;
- disregard for potential hazards in the home;
- forcing the Child to leave home at an early age; or
- allowing Children to engage in chronic truancy.

**Child Physical Abuse** is any non-accidental act inflicted upon a Child which results in physical injury to the Child and may result from practices such as:

- hitting, punching, kicking (indicators: marks from belt buckles, irons, fingers, cigarettes);
- shaking (particularly young babies);
- burning, biting, pulling out hair; or
- alcohol or other drug administration.

**Child Emotional Abuse** is a chronic attitude or behaviour directed at a Child whereby a Child's self-esteem and social competence is undermined or eroded over time or the creation of an emotional environment which is detrimental to or impairs the Child's psychological and/or physical development. Behaviours may include:

- Bullying
- devaluing
- ignoring
- rejecting
- corrupting
- isolating
- terrorising
- family violence

**Child Sexual Abuse** is any sexual behaviour imposed on a Child. The Child concerned is considered to be unable to alter and/or understand the perpetrator's behaviour due to his or her early stage of development and/or powerlessness in the situation. Sexual abuse occurs when someone in a position of power to the Child uses her/his power to involve the Child in sexual activity. Behaviour can include:

- sexual suggestion
- exhibitionism, mutual masturbation, oral sex
- showing pornographic material eg DVDs, Internet
- using Children in the production of pornographic material
- penile or other penetration of the genital or anal region
- Child prostitution

**Cyber-Bullying** uses e-technology as a means of Bullying others. It is the use of an internet service or mobile technologies – such as email, chat room, discussion groups, instant messaging, web pages or SMS (text messaging) – with the intention of Harming another person. Examples include communications that seek to intimidate, control, manipulate, put down or humiliate the recipient

**Direct Contact Contractors** are third party contractors who have direct unsupervised contact with students during the normal course of their work or contractors who may be in a position to establish a relationship of trust with a student. Examples of direct contact contractor activities may include music tutors and allied health providers.

**Duty of Care** is a common law concept that refers to the responsibility of Employees and Volunteers to provide Children with an adequate level of protection against Harm. It is usually expressed as a duty to take reasonable care to protect Children from all reasonably foreseeable Risks of Harm. The question of what constitutes reasonable care in any given case will be determined objectively by a court and will depend on the individual circumstances of each case. In their relationships with Children, Employees and Volunteers are required to ensure that the physical and emotional welfare of students is safeguarded, and that their own behaviour with Children is always regulated by this Duty of Care.

**Employee** means a person employed for remuneration under a contract of employment and includes temporary relief teachers.

**External Education Provider** means any organisation that the College has engaged to deliver a specified course that is part of the broader curriculum, to Children whether on-site at the College or at external premises.

**Grooming** describes the process whereby an Employee, Volunteer, Third Party Contractor, or External Education Provider builds a relationship with a Child with a view to abusing them at some stage. Amongst other things, it may include, but is not limited to:

- the Child being given special attention;
- development of any 'special' relationships with Children that could be seen as favouritism; or
- forming special relationships with parents of the Child.

**Harm** means Child Abuse or Neglect, Grooming, Bullying or other detrimental effect of a significant nature on a Child's physical, psychological or emotional wellbeing.

**Responding to Abuse and Neglect Training** means whichever of the following courses that the Principal, in their discretion, considers to be appropriate, having regard to the nature of the Employee's, Volunteer's or Direct Contact Contractor's involvement at the College:

- *Responding to Abuse and Neglect-Education and Care* training;
- *Child Safe Environments (CSE) to RAN-EC bridging* course;
- *Volunteers face-to-face course: Responding to Abuse and Neglect – Education and Care*;
- *Volunteers online course: Responding to Abuse and Neglect – Education and Care*; or
- Other equivalent courses as may be available from time to time.

**Risk** in the context of safeguarding Children is the likelihood of anything occurring that can cause Harm to a Child.

**Risk Assessment** in the context of safeguarding Children refers to a process of evaluating the information received to reach a decision about the Risk of Harm a person may pose to Children.

**Risk Management** is identifying and assessing all potential sources of Harm, and taking steps to decrease the likelihood that Harm will occur.

**Risk of Harm** is the likelihood of inflicting Harm to Children (either directly or as a consequence of other actions) and the severity of that Harm.

**Screening** involves obtaining information about potential Employees and Volunteers to minimise the Risk of Harm. This process typically involves reference checks, verification of qualifications and experience, a Risk



Assessment, and obtaining a Working With Children Check, after which a decision-making process eventuates concerning acceptance or exclusion of persons in roles at, or engagement by, the College.

**Safeguarding Officer** has the meaning in the Dominican Education Australia Safeguarding Officer Position Information Document as amended from time-to-time.

**Volunteers** are those Volunteers who are involved in providing support, guidance and supervision directly to students and could potentially have direct unsupervised contact with students during the normal course of providing the Volunteer service. Examples of Volunteers may include people Volunteering in camps and excursions, coaching sporting teams or assisting in learning activities such as by tutoring.

**Volunteering** means an activity which is of benefit to the community, is done of one's free will and is undertaken without monetary reward or for a nominal sum. For example, sporting coaches may receive a nominal sum, but would be considered Volunteers for the purposes of this policy. For the purpose of this policy, visiting Clergy or Religious are considered Volunteers.