

DEDERANG PRIMARY SCHOOL

"Where each child is challenged to be curious, creative and caring."



DPS CHILD SAFE MANDATORY REPORTING POLICY

POLICY STATEMENT:

All children have a right to feel safe and to be safe. As teachers, we have a legal and moral responsibility to respond to serious incidents involving abuse and neglect of the children with whom we have contact, and to report instances that we believe involve physical abuse, sexual abuse or neglect.

PROCEDURE:

- All school staff members have a duty to take reasonable steps to protect children under our care and supervision from harm that is reasonably foreseeable (this applies to ALL school staff).
- All registered teachers are **mandated** by law to report signs or risks of harm, disclosures of abuse or neglect, or a reasonable belief a student is subjected to sexual abuse or physical harm.
- New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
- Staff will be reminded of mandatory responsibilities annually.
- All concerns must be reported immediately to the Principal, or in his/her absence, the Assistant Principal.
- Follow the Four Critical Actions Flow Chart when responding to incidents, disclosures and suspicions of Child Abuse.
- The 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 a mandatory report must be made to the Principal, the teacher and/or the Principal class officer will contact the Department of Human Services by telephone as soon as possible to make an official notification on:
(03) 9479 6222 or after school hours crisis line 131278
- The police must be contacted when allegations of physical assault, sexual assault or sexual harassment occur.
- Members of Department of Human Services, 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 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, and neglect; teachers are also encouraged to report incidents of emotional abuse or neglect.
- Students, who disclose to staff a desire to harm themselves or others, must be reported by staff to the principal.
- All staff will undertake the on-line Mandatory Reporting Professional Learning module.

LEGISLATION:

Children, Youth and Families Act 2005

Ministerial Order No. 870 – Child Safe Standards.

RELATED POLICIES AND INFORMATION:

PROTECT Identifying and Responding to All Forms of Abuse in Victorian Schools, guide 2016

Presented to School Council 14th September 2016 and approved.

Policy review: 2018

Child Safe Standard 5: DPS Child Safe Mandatory Reporting Policy.