

KEEPING CHILDREN AND YOUNG PEOPLE SAFE POLICY

1 PURPOSE / BACKGROUND

SYC strives to promote the care and protection of children and young people and to develop mutually respectful relationships between children and young people and SYC employees. SYC is committed to ensuring that the safety, welfare and well-being of children and young people is maintained or enhanced at all times during their involvement with our services.

SYC will create an environment in which children and young people feel safe, comfortable and confident in reporting to SYC employees any incident or conduct which is, or which may lead to, abuse or neglect of themselves or of other children and young people.

2 ENDORSEMENT(S)

SYC Executive Committee: 14 / 02 / 2014

3 POLICY STATEMENT AND DETAILS

SYC participates in Information Sharing with other Government and Non-government agencies under Information Sharing Guidelines for Promoting the Safety and Wellbeing of Children, Young People and their Families as promoted by the Office of the Guardian for Children and Young People.

Code of Conduct

3.1 With respect to their commitment to children and young people, SYC employees will:

- Ensure that children and young people are treated with sensitivity, fairness and respect.
- Create an environment in which children and young people feel safe, comfortable and confident.
- Behave and communicate with children and young people respectfully at all times.
- Act with propriety in dealing with children and young people or their families.
- Ensure all allegations or reasonable suspicions of abuse or neglect are recorded and reported.
- Raise concerns, issues or problems with a Line Manager as soon as possible.
- Attend training in Child Safe Environments.
- Be aware that offensive and violent behaviour is unacceptable in any circumstance. Complaints will incur an appropriate response to the incident.

3.2 SYC employees will not:

- Engage in rough physical play with children or young people.
- Touch or hold children or young people in a way that is unwarranted or unwanted.
- Perpetrate, allow or tolerate bullying or harassment of a child or young person.
- Neither take a child/young person to an employee's home under any circumstances nor go to a child's/young person's home without documented Manager approval.
- Provide any personal contact details to a child or young person.
- Behave or communicate in a way that could be interpreted as being sexually suggestive even as a joke, nor allow a young person to communicate or behave in such a way. The young person must be immediately told that their behaviour or comment is unacceptable and inappropriate.

3.3 Breach of the Keeping Children Young People Safe Policy

Failure to behave in accordance with this Policy for employees may lead to disciplinary action.

Employees should report suspected breaches of this Policy in the first instance to their Line Manager.

Child Protection legislation requires Mandatory Notification by the person forming the opinion, on reasonable grounds, that abuse or neglect of a child has or is occurring.

4 APPLICABILITY, PERIODIC REVIEW REQUIREMENT AND RISK ASSESSMENT

This policy applies to all SYC Directors, permanent, fixed-term and casual employees and volunteers.

Organisational compliance with this policy will be determined through Management Review

Risk Rating: High

Complaints or suggestions for improvement regarding this policy or its implementation may be registered in the SYC Continuous Improvement Register.

5 ASSOCIATED DOCUMENTS

In support of this policy, the following documents apply:

Code of Conduct Policy

Code of Conduct and Behaviour Procedure

Keeping Children and Young People Safe Procedure

Privacy Policy

Corrective Action and Discipline Procedure

6 DEFINITIONS

For purposes of this document, unless otherwise stated, the following definitions shall apply:

A Child or Young person is defined as being a person less than 18 years of age.

Abuse or neglect, in relation to a child, means:

- Sexual abuse of the child or
- Physical or emotional abuse of the child, or neglect of the child, to the extent that either:
 - The child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's wellbeing; or
 - The child's physical or psychological development is in jeopardy.

7 REFERENCES

[Children's Protection Act 1993](#) (SA)

[Children, Youth and Families Act 2005](#) (Victoria)

Keeping Them Safe - The SA Government's Child Protection Reform Program; May 2004.

[Children and Young Persons \(Care and Protection\) Act 1998 No 157](#) (New South Wales)

[Child Protection Act 1999](#) (Queensland)

[Commission for Children and Young People and Child Guardian Act 2000](#) (Queensland)