

We are committed to providing environments where our students are safe and feel safe, where their participation is valued, their views respected, and their voices are heard about decisions that affect their lives. Our child safe policies, strategies and practices are inclusive of the needs of all children and students.

We have no tolerance for child abuse and take proactive steps to identify and manage any risks of harm to students in our school environments.

We promote positive relationships between students and adults and between students and their peers. These relationships are based on trust and respect.

We take proactive steps to identify and manage any risk of harm to students in our school environment. When child safety concerns are raised or identified, we treat these seriously and respond promptly and thoroughly.

Particular attention is given to the child safety needs of Aboriginal students, those from culturally and linguistically diverse backgrounds, international students, students with disabilities, those unable to live at home, children and young people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex and queer (LGBTIQ+) and other students experiencing risk or vulnerability. Inappropriate or harmful behaviour targeting students based on these or other characteristics, such as racism or homophobia, are not tolerated at our school, and any instances identified will be addressed with appropriate consequences.

Child safety is a shared responsibility. Every person involved in our school has an important role in promoting child safety and wellbeing and promptly raising any issues or concerns about a child's safety.

We are committed to regularly reviewing our child safe practices, and seeking input from our students, families, staff, and volunteers to inform our ongoing strategies.

Education and Training Reform Act 2006 s. 4.3.1(6) Requirements for Registration

Our College Leadership team (Principal, Assistant Principals, Leading Teachers and Learning Specialists) is responsible for ensuring that a strong child safe culture is created and maintained, and that policies and practices are effectively developed and implemented in accordance with Ministerial Order 1359.

Keysborough Secondary College leadership team will:

- ensure effective child safety and wellbeing governance, policies, procedures, codes and practices are in place and followed
- model a child safe culture that facilitates the active participation of students, families and staff in promoting and improving child safety, cultural safety and wellbeing
- enable inclusive practices where the diverse needs of all students are considered
- reinforce high standards of respectful behaviour between students and adults, and between students
- promote regular open discussion on child safety issues within the school community including at leadership team meetings, staff meetings and school council meetings
- facilitate regular professional learning for staff and volunteers (where appropriate) to build deeper understandings of child safety, cultural safety, student wellbeing and prevention of responding to abuse
- create an environment where child safety complaints and concerns are readily raised, and no one is discouraged from reporting an allegation of child abuse to relevant authorities.

All staff and volunteers will:

- participate in child safety and wellbeing induction and training provided by the school or the Department of Education, and always follow the school's child safety and wellbeing policies and procedures
- act in accordance with our Child Safety Code of Conduct
- identify and raise concerns about child safety issues in accordance with our Child Safety Responding and Reporting Obligations Policy and Procedures, including following the [Four Critical Actions for Schools](#)
- ensure students' views are taken seriously and their voices are heard about decisions that affect their lives
- implement inclusive practices that respond to the diverse needs of students.

In performing the functions and powers given to them under the
council members will:

, College

champion and promote a child safe culture with the broader school community

ensure that child safety is a regular agenda item at school council

undertake annual training on child safety, such as the [Child Safe Standards School Council Training PowerPoint](#).

approve updates to, and act in accordance with the Child Safety Code of Conduct to the extent that it applies to school council employees and members

when hiring College Council employees, ensure that selection, supervision, and management practices are child safe (At Keysborough Secondary College, College Council employment duties are delegated to the College Principal who is bound by this policy).

Keysborough Secondary College has nominated a child safety champion, the 'Assistant Principal – Wellbeing' on each campus, to support the College Principal to implement our child safety policies and practices, including staff and volunteer training. The 'Wellbeing Assistant Principal' on each campus is designated the '*Child Safety Champion*'.

The responsibilities of the child safety champion are outlined at [Guidance for child safety champions](#). In addition to these roles, our child safety champion is also responsible for:

the Wellbeing of all students and staff on the Campus

The Keysborough Secondary College
requirements with a focus on child safety

outlines supervision processes and

Yard duty staff are trained to actively patrol the school grounds, paying particular attention to secls1Dpo2d

develop their capacity to effectively address child safety and wellbeing matters.

In addition to the child safety and wellbeing induction, our staff will participate in a range of training and professional learning to equip them with the skills and knowledge necessary to maintain a child safe environment.

Staff child safety and wellbeing training will be delivered at least annually and will include guidance on:

- our school's child safety and wellbeing policies, procedures, codes, and practices
- completing the [Protecting Children – Mandatory Reporting and Other Legal Obligations](#) online module annually
- recognising indicators of child harm including harm caused by other children and students
- responding effectively to issues of child safety and wellbeing and supporting colleagues who disclose harm
- how to build culturally safe environments for children and students
- information sharing and recordkeeping obligations
- how to identify and mitigate child safety and wellbeing risks in the school environment.

Other professional learning and training on child safety and wellbeing, for example, training for our volunteers, will be tailored to specific roles and responsibilities and any identified or emerging needs or issues.

Keysborough Secondary College outlines the controls in place to ensure school council and school staff receive appropriate annual guidance and training on child safety and is implemented

Our and provides information on training for volunteers.

Volunteers that are engaged to Keysborough Secondary College volunteer activities that require child safety training as determined by the College Principal (e.g. volunteers engaged in weekly after school sports training that may have more access to students in an unsupervised space, volunteers who will be escorting students on interstate or overseas trips as part of the excursion staff, volunteers who will be engaging closely with students in a school production where staff supervision may not always be present are provided with child safety training that is appropriate to the activity and the volunteer's role).

Staff are encouraged to undertake further professional development in addition to the annual child safety training on the child safe standards.

To ensure our school council is equipped with the knowledge required to make decisions in the best interests of student safety and wellbeing, and to identify and mitigate child safety and wellbeing risks in our school environment, the College Council is trained at least annually. Training includes guidance on:

individual and collective obligations and responsibilities for implementing the Child Safe Standards and managing the risk of child abuse

child safety and wellbeing risks in our school environment

Keysborough Secondary College, procedures, codes and practices

Keysborough Secondary College fosters a culture that encourages staff, volunteers, students, parents, and the school community to raise concerns and complaints. This makes it more difficult for breaches of the code of conduct, misconduct or abuse to occur and remain hidden.

We have clear pathways for raising complaints and concerns and responding and this is documented in our school's

If there is an incident, disclosure, allegation or suspicion of child abuse, all staff and volunteers (including College Council employees and homestay providers) must follow our

. Our policy and procedures address complaints and concerns of child abuse made by or in relation to a child or student, school staff, volunteers, contractors, service providers, visitors or any other person while connected to the school.

As soon as any immediate health and safety concerns are addressed, and relevant school staff have been informed, we will ensure our school follows:

the [Four Critical Actions](#) for complaints and concerns relating to adult behaviour towards a child

the [Four Critical Actions: Student Sexual Offending](#) for complaints and concerns relating to student sexual offending

Our student _____ and
to student physical violence or other harmful behaviours.

cover complaints and concerns relating

Values and Philosophy Statement

Visitors Policy

Volunteers Policy

Wellbeing and Engagement Policy