

TEMPLESTOWE PARK PRIMARY SCHOOL

Responsibility

Respect

Integrity

Pride

Optimism



CHILD SAFE STANDARD 1

Strategies to Embed an Organisational Culture of Child Safety

Introduction

Templestowe Park Primary School was established in 1977. It is located in an upper middle class residential area on an elevated and undulating site. Situated in Church Road, Templestowe, the School serves the Templestowe and Doncaster East corridor extending as far as the western end of Warrandyte. The school site is approximately three hectares with well-developed facilities and resources. The grounds include four separate adventure playgrounds, including a Prep/Foundation precinct and a Year 5/6 area, artificial grass basketball and netball courts and two ovals. The site is attractively planted with shaded, seated areas, suitable for passive activities. Buildings have been constantly improved and are spacious, attractive and decorated with fine displays of student work.

We are a school that openly declares that our students are the best part of our school.



Child Safe Standard 1: Strategies to Embed an Organisational Culture of Child Safety

Background

On 26 November 2015, the Victorian Parliament passed the Child Wellbeing and Safety Amendment (Child Safe Standards) Bill 2015 to introduce seven child safe standards (the Standards) into law and is known as Ministerial Order No. 870. The Standards apply to all organisations involved in child-related work in Victoria.

Core Values and Principles of Child Safety

Templestowe Park Primary School uses its Mission Statement and five core values as the basis of shared expectations within the school community.

Templestowe Park has a responsibility to provide an educational environment that ensures that all students are valued and cared for, feel they are part of the school, and can engage effectively in their learning and experience success. The behaviour and actions of our school community are based on our five core values.

The school's values are based on the Australian Government's nine values, for Australian schools, which are:

Care and Compassion: Care for self and others

Integrity: Act in accordance with principles of moral and ethical conduct, ensure consistency between words and deeds

Doing Your Best: Seek to accomplish something worthy and admirable, try hard, pursue excellence

Respect: Treat others with consideration and regard, respect another person's point of view

Fair Go: Pursue and protect the common good where all people are treated fairly for a just society

Responsibility: Be accountable for one's own actions, resolve differences in constructive, non-violent and peaceful ways, contribute to society and to civic life, take care of the environment

Freedom: Enjoy all the rights and privileges of Australian citizenship free from unnecessary interference or control, and stand up for the rights of others

Understanding, Tolerance and Inclusion: Be aware of others and their cultures, accept diversity within a democratic society, being included and including others

Honesty and Trustworthiness: Be honest, sincere and seek the truth

Templestowe Park's five core values:

Responsibility	Being accountable for your own actions.
Pride	Achieving and celebrating personal goals and recognising and applauding successes gained by others.
Respect	Respecting one's self and caring about the feelings, rights, property, and safety of others.
Integrity	Always trying to be fair and honest.
Optimism	Focusing on positive experiences.

The following principles underpin our commitment to child safety at Templestowe Park Primary School.

- **All** students deserve as a fundamental right, safety and protection from all forms of abuse and neglect.
- Our school works in partnership with families and the community to ensure that they are engaged in decision-making processes, particularly those that have an impact on child safety and protection.
- **All** students have the right to an education that includes personal safety, in partnership with their parents/guardians/caregivers.
- **All** adults in our school have a duty to care for children, to positively promote their wellbeing and to protect them from any kind of harm or abuse.
- **All** students have a responsibility to treat each one another respectfully.
- The policies, guidelines and codes of conduct for the care, wellbeing and protection of students are based on honest, respectful and trusting relationships between adults and children.
- **All** persons involved in situations where harm is suspected or disclosed must be treated with sensitivity, dignity and respect.
- Staff, volunteers, contractors, parents and students should feel free to raise concerns about child safety, knowing these will be taken seriously by school leadership.
- Appropriate confidentiality will be maintained, with information being provided to those who have a right or a need to be informed.

Strategies to Embed a Culture of Child Safety at the School

To demonstrate its compliance with Ministerial Order No. 870, Templestowe Park Primary School implements a range of strategies to ensure the school environment is Child Safe.

Templestowe Park Primary School

- Communicates that it has **zero tolerance of child abuse (in any form)** as per the school's Statement of Commitment to Child Safety.
- Members of the school community (teachers, parents, students, etc) feel empowered to discuss child safety and raise any concerns about child abuse.
- Child safety is a standing agenda item for discussion at weekly staff meetings.
- Child safety strategies are developed and enhanced through ongoing review of the effectiveness of practice. This is done via monitoring and review of policies and procedures and ongoing risk management assessments.
- An appropriate reporting process is in place for child abuse that includes overseeing outcomes. This is detailed in the school's Statement of Commitment to Child Safety, Child Safe Policy, Child Safety: Procedures for Response to Child Abuse and Mandatory Reporting Policy.
- Oversees the implementation and improvement of child safety strategies via policy and procedures development and review.
- Communicates with the school community about the school's child safety strategies and their implementation via the school's website and school management portal, Compass.
- The school reports on child safety in its annual report.

School Staff (includes contractors and volunteers)

- Staff are made aware of the school's child safety strategies and the allocated roles and responsibilities. This is done via induction at the beginning of the year where staff, for example, are briefed on the school's Statement of Commitment to Child Safety, Child Safe Policy, Child Safe Code of Conduct and other relevant policies and procedures.
- Pre-employment reference checks that include checking for child safety are carried out as per the school's Child Safety: Recruitment and Personnel Procedure.
- Criminal history checks and confirming currency of Working with Children Check/Victorian Institute of Teaching registration is carried out as per the school's Child Safety: Recruitment and Personnel Procedure.
- Obtaining verified academic transcripts for staff as part of recruitment as per the school's Child Safety: Recruitment and Personnel Procedure.
- Query gaps in employment history as per the school's Child Safety: Recruitment and Personnel Procedure.
- Screening and review of the suitability of existing staff through performance appraisal procedures.
- Induction of visitors. Regular classroom helpers training programs are conducted and all visitors must sign in and out when visiting or volunteering at the school.
- Staff are trained to detect inappropriate behaviour. This is done via Mandatory Reporting training modules and DET PROTECT resources.
- Staff are encouraged to report inappropriate behaviour as per Child Safe and Mandatory Reporting policies.
- Positive behaviours are recognised and encouraged.
- School leadership have "an open-door policy" which fosters a culture of openness with approachable and supportive managers.

Students

- Students are made aware of how to detect and report inappropriate behaviour. This is done via our Student Code of Conduct, class discussions and programs such as Life Education, RRIPO, and protective behaviour program.
- Children are encouraged to report inappropriate behaviour. The school values and PERMAH model encourage this.
- The school has child safety reporting procedures. These are as per the school's Mandatory Reporting policy as well as DET procedures (ie Four Critical Actions).
- Recognise the diverse needs of children in the school. It is important that schools are inclusive and culturally safe places for children and parents. Importantly, some children (e.g. young children, children with a disability) are at greater risk of abuse or exploitation and need greater levels of supervision and support.
- The school provides counselling and other resources to support children. The school has access to a school psychologist and other DET resources.

Environment

- The school has child safety strategies in place for all physical school environments that include:
 - regularly reviewing the physical environment to ensure all risks are identified and managed
 - assessing new or changed physical environments for child safety risks

- Including Maintenance and OHS as a standing agenda item at weekly staff meetings
- Supervising or monitoring activities.
- Child safety is a core part of the school's public and internal communication. The school community will be updated of the strategies and practise put in place via the school website, newsletters and Compass.
- There is a system (including schedule, roles and reporting) for periodic review (e.g. every two years) and improvement of child safety related policies and practices.
- Details can be found in the school's Risk Management Assessment and Strategy Plan
- The school has child safety strategies for its online environments. The school's Digital Technologies Policy, Child Safe Code of Conduct, Student Code of Conduct and Duty of Care Policy all support this.

Allocating Roles and Responsibilities

Everyone employed or volunteering at Templestowe Park Primary School has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all students is at the forefront of all they do and every decision they make.

The school has allocated additional roles and responsibilities for child safety as follows:

Principal / Assistant Principal

- Ensure Child Safety policy and contents are adhered to by all staff, community members and contractors.
- Ensure Child Safety policy and associated policies are made accessible to all staff, community members and contractors via the school website, Google Drive, school network drives and our school management system, Compass.
- Meeting and liaising with DHHS.
- Coordinating School Educational Psychologist.
- Implement 'Kids Hope' mentoring program.
- Work with and support staff in referring students for additional assistance and to provide support to students/parents/caregivers.
- Ensuring all staff have access to supporting resources such as the *Protect* documents and Four Critical Actions for Schools (see Appendix 1).
- Ensure all records in particular completed *Responding to Suspected Child Abuse: Template* and associated information is confidential and securely stored.

School Educational Psychologist

- Provide counselling to the children when circumstances other than specific learning problems are hindering their academic progress and emotional stability.

Student Wellbeing Leader

- Lead the implementation of the whole school values based student wellbeing program (RRIPO) as well as working with Principal staff in embedding the positive education philosophies into the culture of Templestowe Park Primary School.

Health and Safety Officer (OHS Management team)

- Maintain and monitor our school environment so that it remains safe for students, teachers and visitors.

STEM Leader

- Oversee the implementation of the school's eSmart program with specific reference to responsible student use of technology and electronic communication.

Inform the School Community about the Strategies and Allocated Roles

The Templestowe Park school community have full access to this entire document. It is made available to the community via the school website and our school management system, Compass. Fortnightly newsletters are also published to the school community with reminders about where and how to access 'Child Safe @ TTPS'.