

Child Safety Policy

1.0 PURPOSE

Youth2Industry College's Child Safety Policy sets out the College's commitment and approach to creating and maintaining a child safe organisation where children and young people are safe and feel safe. This policy provides an overview of our College approach to Ministerial Order No. 1359 which sets out how the Victorian Child Safe Standards apply in school environments

2.0 SCOPE

This policy applies to all staff, volunteers, and contractors in the Youth2Industry College environment, whether or not they work in direct contact with students. It also applies to College Board members where indicated.

The policy applies in all physical and online school environments used by students including during our outside of school hours, other locations provided by for a student's use (eg a school camp) and those provided through third-party providers.

This policy should be applied in conjunction with associated policies outlined in section 20 of this document. Procedures and associated duty of care in relation to COVID-19 is covered in **QMS:435 Y2IC COVID Safety Plan**.

3.0 DEFINITIONS

3.1 Child abuse

As reference in Ministerial Order 1359, child abuse includes:

- Any act committed against a child involving:
 - A sexual offence; or
 - An offence under section 49M (1) of the Crimes Act 1958; and
- The infliction, on a child, of:
 - Physical violence; or
 - Serious emotional or psychological harm; and
- Serious neglect of a child

3.2 Child-connected work

Child-connected work means work authorised by the Youth2Industry College, the College Board and performed by an adult in the Youth2Industry College environment while children are present or reasonably expected to be present.

3.3 Child safety

As referenced in Ministerial Order 1359, child safety encompasses matters related to protecting all children from child abuse, managing the risk of child abuse, providing support to a child at risk of child abuse, and responding to incidents or allegations of child abuse.

3.4 Youth2Industry College environment

Youth2Industry College environment means any physical or virtual place made available or authorised by the Youth2Industry College for use by a child during or outside Youth2Industry College hours, including:

- A campus of the Youth2Industry College
- Online Youth2Industry College environments (including email, intranet and online learning systems) and
- Other locations provided by the Youth2Industry College for a child's use (including, without limitation, locations used for Youth2Industry College camps, sporting events, excursions, competitions, employment, work placement/work experience, external VET classes and other Youth2Industry College activities or events)

3.5 Youth2Industry College staff

Youth2Industry College staff means an individual working in a Youth2Industry College environment who is:

- Employed by the Youth2Industry College or
- Directly engaged or employed by the College Board or
- A volunteer, visitor or a contracted service provider (whether or not a body corporate or any other person is an intermediary)

4.0 STATEMENT OF COMMITMENT TO CHILD SAFETY

Youth2Industry College is a child safe organisation which welcomes all children, young people and their families. 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 zero 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 College 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.

4.1 Child Safe Standards

The Child Safe Standards (the Standards) are compulsory minimum standards for all organisations that provide services to children including Victorian schools and early childhood services. The aim of the Standards is to ensure organisations are well prepared to protect children from abuse and neglect.

The 11 Standards are:

1. Child Safe Standard 1 – Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued
2. Child Safe Standard 2 – Child safety and wellbeing is embedded in organisational leadership, governance and culture
3. Child Safe Standard 3 – Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
4. Child Safe Standard 4 – Families and communities are informed, and involved in promoting child safety and wellbeing
5. Child Safe Standard 5 – Equity is upheld and diverse needs respected in policy and practice
6. Child Safe Standard 6 – People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
7. Child Safe Standard 7 – Processes for complaints and concerns are child focused
8. Child Safe Standard 8 – Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
9. Child Safe Standard 9 – Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed
10. Child Safe Standard 10 – Implementation of the Child Safe Standards is regularly reviewed and improved
11. Child Safe Standard 11 – Policies and procedures document how the organisation is safe for children and young people

5.0 ROLES AND RESPONSIBILITIES

5.1 College Executive Team

Our College Executive team (comprising the Principal, Student Inclusion and Wellbeing Leader, Leader of Senior School and senior teacher) 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.

The Principal 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 Executive team meetings, staff meetings and school board 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.

5.2 College Staff and Volunteers

All staff and volunteers will:

- Participate in child safety and wellbeing induction and annual training provided by the College or complete any training facilitated by the Department of Education and Training or Independent Schools Victoria and always follow the College child safety and wellbeing policies and procedures
- Act in accordance with our **QMS: 400 Child Safety Code of Conduct**
- Identify and raise concerns about child safety issues in accordance with our **QMS: 405 Responding and Reporting Policy and Procedures** including following the **QMS:400-10 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.

5.3 College Board

In performing the functions and powers given to them under the Education and Training Reform Act 2006, College Board members will:

- Champion and promote a child safe culture with the broader school community
- Review and update the Child Safety Policy after every incident in addition to the scheduled three year reviews
- Ensure that child safety is a regular agenda item at College Board meetings
- Undertake annual training on child safety
- Approve updates to, and act in accordance with the child safety code of conduct to the extent that it applies to College Board employees and members
- When hiring College Board employees, ensure that selection, supervision, and management practices are child safe. At our College, the College Board employment duties are delegated to the Principal who is bound by this policy

- Monitor and assess the Youth2Industry College's compliance with the Child Safety Policy and make it publicly available

5.4 Specific Staff Child Safety Responsibilities

The College has nominated the Student Inclusion and Wellbeing Leader as a child safety champion to support the Principal to implement our child safety policies and practices, including staff and volunteer training.

Together with the Principal our child safety champion is also responsible for:

Promoting child safety culture

- Promoting child safety and wellbeing. For example, at staff and parent meetings, through newsletters and staff bulletins
- Promote a culture of listening to students and families and acting on their child safety concerns
- Support staff and volunteers to focus on the child safety needs of vulnerable students.

Providing support and guidance

- Be a point of contact for child safety concerns for staff, volunteers and students
- Providing guidance to students, staff and volunteers on child safety policies and procedures
- Work with the College Executive team members to respond to child safety incidents
- Maintain current skills and knowledge to support child safety and wellbeing, including:
 - Child-focused complaint processes, reporting obligations and the **QMS:400-10 Four Critical Actions**
 - Student rights, participation and empowerment
 - Aboriginal cultural safety and inclusive practices to meet students' diverse needs
 - Child safety risk management including online safety
 - Child safety information sharing and record-keeping obligations
 - Working with relevant agencies to refer students and families to appropriate support
 - Keeping across emerging research and best practice guidance in child safety and wellbeing.

Train and educate

- Provide child safety induction programs for new school staff, volunteers and College Board members
- Provide annual child safety training for school staff, volunteers and College Board members
- Ensure mandatory reporters complete the annual mandatory reporting training
- Provide child safety updates and information to staff and volunteers, as needed.

Monitor, review and report

- Record child safety complaints and concerns, and analyse trends as needed
- Coordinate reviews following significant safety incidents and recommend improvements
- Review the College's child safety risk register with the College Executive team
- Coordinate child safety policy and practice reviews in consultation with the College community
- Maintain detailed, accurate, secure written records of concerns and referrals.

Our Principal and/or the child safety champion are the first point of contact for child safety concerns or queries and for coordinating responses to child safety incidents. The Principal is also responsible for informing the College community about this policy.

The College Executive team meet regularly to identify and respond to any ongoing matters related to child safety and monitor the **QMS: 400-15 Child Safety Risk Register**. Youth2Voice provides an opportunity for students to provide input into school strategies.

Anyone in our College community should approach Principal if they have any concerns about the College's compliance with this policy.

6.0 CHILD SAFETY CODE OF CONDUCT

The **QMS: 400 Child Safety Code of Conduct** sets the boundaries and expectations for appropriate behaviours between adults and students. It also clarifies behaviours that are not acceptable in our physical and online environments.

We ensure that students also know what is acceptable and what is not acceptable so that they can be clear and confident about what to expect from adults in the College.

The **QMS: 400 Child Safety Code of Conduct** also refers to processes to report inappropriate behaviour.

7.0 MANAGING RISKS TO CHILD SAFETY

At our College we identify, assess and manage risks to child safety and wellbeing in our physical and online school environments. These risks are managed through our child safety and wellbeing policies, procedures and practices, and in our activity specific risk registers, such as those we develop for off-site overnight camps and adventure activities.

Our **QMS: 400-15 Child Safety Risk Register** is used to record any identified risks related to child abuse alongside actions in place to manage those risks. The College Board is responsible for monitoring and assessing the effectiveness of the College's child safe risk assessment and mitigation strategies at least annually. The Principal together with the Executive team will be responsible for implementing child abuse mitigation measures in response to the assessment.

The College has additional policies and procedures in place to manage risk in physical and online environments. For example, **QMS: 421 Yard Duty Supervision Policy**, **QMS: 418 Digital Technologies Policy and Procedures**, **QMS:431 Y2IC Visitors Policy** and **QMS:433 Y2IC Volunteers Policy**.

Refer to the QMS register on SharePoint, College website and/or Student and Staff Handbooks.

Youth2Industry College is also a Host School in the delivery and provision of Vocational Education and Training (VET) Delivered in Secondary Schools in the Inner Melbourne region. As part of this arrangement, secondary students, from other schools and our College, access VET courses delivered onsite at the Youth2Industry College, once a week for about 3-4 hours. The Youth2Industry College enters into a formal purchasing or auspicings agreement with a training provider to facilitate delivery. The Youth2Industry College will mitigate the risk for child abuse as a Host School by ensuring:

- The VET trainer is VIT registered or has Permission to Teach
- All students will be given a site induction in relation to safety, emergency procedures, COVID procedures and code of behaviour
- All students are supervised upon arrival/departure and during breaks
- All students sign in/sign out on a weekly basis and
- The Youth2Industry College will complete and adhere to all the necessary school/training provider Department of Education and Training VET agreements that outline roles, responsibilities and duty of care requirements.

Child abuse mitigation measures will be reviewed by the Youth2Industry College Board where changes to venues, services or activities are proposed. In addition, mitigation measures will be reviewed where a new assessment or information becomes available, or where a report or incident has occurred.

8.0 ESTABLISHING A CULTURALLY SAFE ENVIRONMENT

At Youth2Industry College, we are committed to establishing an inclusive and culturally safe school where the strengths of Aboriginal culture, values and practices are respected. Youth2Industry College's culture encourages staff, students, parents and the College community to raise, discuss and scrutinise child safety concerns. This makes it more difficult for abuse to occur and remain hidden.

We think about how every student can have a positive experience in a safe environment. For aboriginal students, we recognise the link between Aboriginal culture, identity and safety and actively create opportunities for Aboriginal students and the Aboriginal community to have a voice and presence in our College planning, policies and activities.

We have developed the following strategies to promote cultural safety in our College community:

- Begin events and meetings with a Welcome to Country or an Acknowledgement of Country as a standing agenda item. Use this as an opportunity to pause and reflect or open a discussion
- Display plaques and signs to Acknowledge Country and Traditional Owners
- Make Aboriginal voice part of decision making in matters that affect Aboriginal students. Be open to different ways of doing and expressing things

- Build schoolwide knowledge of Aboriginal histories, cultures, perspectives, values, skills and attitudes
- Ask for feedback from Aboriginal students and their families about what the school does well, and what can be improved
- Work with the local Aboriginal community to build staff, volunteer and student knowledge and respect for Aboriginal culture and to promote cultural inclusion
- Recognise key events and anniversaries, e.g., 21 March Harmony Day
- Discuss and participate in child safety discussion in class or at information sessions so that the College Community know and understand this policy

9.0 STUDENT EMPOWERMENT

To support child safety and wellbeing we work to create an inclusive and supportive environment that encourages students and families to contribute to our child safety approach and understand their rights and their responsibilities.

Respectful relationships between students are reinforced and we encourage strong friendships and peer support in the school to ensure a sense of belonging through:

- Our school values and philosophy
- Student Code of Conduct
- The College Wellbeing and Curriculum Frameworks

We inform students of their rights through:

- All of our child safety policies and procedures available for on the College website (www.y2ic.vic.edu.au/policies)
- PROTECT Child Safety posters displayed across the College
- Student Handbook
- Student representative councils, for example, Youth2Voice
- College newsletters and Compass news feeds
- Assembly, Year Level presentations and/or family information sessions
- Targeted curriculum activities
- Access to Education Support and Student Inclusion and Wellbeing Leader
- Partnerships with external organisations for delivery of appropriate training eg Minus 18
- Onsite information that are young people friendly
- Ongoing training for staff on how to communicate appropriately and assist students to feel safe listened to and empowered
- Document clear procedures for responding to and reporting allegations of child abuse

With the support of Student Services, the College delivers its health and wellbeing programs about:

- Standards of acceptable behaviour for students attending the College (including use of drugs and alcohol)
- Healthy and respectful relationships (including sexuality)
- Resilience and
- Child abuse awareness and prevention

We aim to give students the skills and confidence to recognise unsafe situations with adults or other students and to speak up and act on concerns relating to themselves or their peers. We ensure our students know who to talk to if they are worried or feeling unsafe and we encourage them to share concerns with a trusted adult at any time.

When the school is gathering information in relation to a complaint about alleged misconduct or abuse of a child, we will listen to the complainant's account and take them seriously, check our understanding of the complaint, support the student and keep them (and their parents and carers, as appropriate) informed about progress.

Our College is committed to supporting and encouraging students to use their voice to raise and share their concerns with a trusted adult at any time of need. Students can access information on how to report abuse from the website.

When the College is gathering information in relation to a complaint about alleged misconduct with or abuse of a child, the College will listen to the complainant's account and take them seriously, check understanding and keep the child (and/or their parents/carers, as appropriate) informed about progress.

10.0 FAMILY EMPOWERMENT

Our families and the school community have an important role in monitoring and promoting children's safety and wellbeing and helping children to raise any concerns.

To support family engagement, at Youth2Industry College we are committed to providing families and community with accessible information about our College child safe policies and practices and involving them in our approach to child safety and wellbeing.

We will create opportunities for families to have input into the development and review of our child safety policies and practices and encourage them to raise any concerns and ideas for improvement.

We do this by:

- All of our child safety policies and procedures are available for students and parents on the College website (<https://www.y2ic.vic.edu.au/policies>); at the College reception and extracts in the Student and Staff Handbooks
- News feeds, email blasts and letters to inform families and the school community about any significant updates to our child safety policies or processes, and strategies or initiatives that we are taking to ensure student safety. The bulk of this information is communicated via our School Management System - Compass.
- Displaying PROTECT Child Safety posters across the College
- Parent representation on the College Board
- Staff, student and parent meetings
- Scheduling Parent/Teacher interviews biannually
- Parent Information workshops
- Conducting an annual survey feedback process with parents/carers and students

11.0 DIVERSITY AND EQUITY

As a child safe organisation, we celebrate the rich diversity of our students, families and community and promote respectful environments that are free from discrimination. Our focus is on wellbeing and growth for all.

We recognise that every child has unique skills, strengths and experiences to draw on.

We pay particular attention to individuals and groups of children and young people in our community with additional and specific needs. This includes tailoring our child safety strategies and supports to the needs of:

- Aboriginal children and young people
- Children from culturally and linguistically diverse backgrounds
- Children and young people with disabilities
- Children unable to live at home or impacted by family violence
- International students
- Children and young people who identify as LGBTIQ+.

Our Wellbeing Framework, **QMS 423 Student Wellbeing and Engagement Policy**, **QMS: 425 Y2IC Diversity and Equal Opportunity Policy** and **QMS: 200-01 Y2IC Teacher's Guide for at Risk Students** provides more information about the measures we have in place to support diversity and equity.

12.0 RECRUITMENT

We take all reasonable steps to employ skilled people to work with children. We develop selection criteria and advertisements which clearly demonstrate our commitment to child safety and an awareness of our social and legislative responsibilities. Youth2Industry College understands that when recruiting staff and volunteers we have ethical as well as legislative obligations. We actively encourage applications from Aboriginal peoples, people from culturally and/or linguistically diverse backgrounds and people with a disability.

All people engaged in child-related work, including volunteers, are required to hold a Working with Children Check (or equivalent background check such as the Victorian teaching registration) and to provide evidence of this Check. We carry out reference checks and require proof of working with children checks to ensure that we are recruiting the right people. Refer to **QMS: 501 Y2IC Procedure for Staff Recruitment and Employment**.

13.0 INDUCTION, TRAINING AND SUPERVISION

Training and education is important to ensure that everyone in our College understands that child safety is everyone's responsibility. Our College culture will aim for all staff and volunteers (in addition to parents/carers and children) to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns.

We induct our staff and volunteers upon appointment and then annually to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse. At induction we cover:

1. QMS: 401 The Child Safety Policy (this document)
2. QMS: 400 Child Safety Code of Conduct
3. QMS:404 Y2IC Mandatory Reporting Policy and Procedure
4. QMS:405 Y2IC Responding and Reporting Policy and Procedure
5. QMS:424 Y2IC Complaints, Grievances and Disputes Policy and Procedure

Any other child safety information that the College leadership considers appropriate.

In addition to the child safety 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 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.

To ensure our College Board 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 Board is trained at least annually. Training includes guidance on:

1. Individual and collective obligations and responsibilities for implementing the Child Safe Standards and managing the risk of child abuse
2. Child safety and wellbeing risks in our school environment
3. Youth2Industry College child safety and wellbeing policies, procedures, codes and practices

All staff engaged in child-connected work will be supervised appropriately to ensure that their behaviour towards children is safe and appropriate. Staff will be monitored and assessed to ensure their continuing suitability for child-connected work. This will be done by regular performance reviews. **Refer to QMS: 504 Performance Management Policy.**

Inappropriate behaviour towards children and young people will be managed swiftly and in accordance with our College policies and our legal obligations including making a report to the Commission for Children and Young People and the Victorian Police. Child safety will be paramount.

All volunteers are required to comply with **QMS: 432 Volunteers Policy** which describes how we assess the suitability of prospective volunteers and outlines expectations in relation to child safety and wellbeing induction and training, and supervision and management.

14.0 REPORTING A CHILD SAFETY CONCERN OR COMPLAINT

The Youth2Industry College has clear expectations for all staff and volunteers in making a report about a child or young person who may be in need of protection. All College staff must follow the College's **QMS:404 Y2IC Mandatory Reporting Policy and Procedure** and **QMS:405 Y2IC Responding and Reporting Policy and Procedure** including following the **QMS:400-10 Four Critical Actions for Schools** if there is an incident, disclosure or suspicion of child abuse.

We also have clear pathways for raising complaints and concerns and responding and this is documented in **QMS: 424 Complaints, Grievances and Disputes Policy and Procedure**. 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 College.

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

- The **QMS:400-10 Four Critical Actions** for complaints and concerns relating to adult behaviour towards a child
- The **QMS: 400-53 Four Critical Actions: Student Sexual Offending** for complaints and concerns relating to student sexual offending
- Our **QMS:423 Student Wellbeing and Engagement Policy** and **QMS: 422 Anti- bullying and Harassment Policy** cover complaints and concerns relating to student physical violence or other harmful behaviours.

15.0 VICTORIAN REPORTABLE CONDUCT SCHEME

The Victorian Reportable Conduct Scheme has been established by the Child Wellbeing and Safety Act 2005 and seeks to improve organisations' responses to allegations of child abuse and neglect by their workers and volunteers. Youth2Industry College is committed to fulfilling its obligations under the Scheme, which requires the Principal to:

- Notify the Commission for Children and Young People within three working days of becoming aware of a reportable allegation
- Investigate the allegation, advise the Commission who is undertaking the investigation and manage risks to children
- Provide detailed information to the Commission about the reportable allegation and any action taken within 30 days, and
- Notify the Commission of the investigation findings and disciplinary actions (or why no action was taken).

16.0 STUDENT WELFARE

The Youth2Industry College has a duty of care to ensure that the students involved with allegations of abuse feel safe and are supported at the College. College staff will be sensitive to a student's individual circumstances and take in account the "diversity" of the student when providing support and working with families impacted by abuse.

The Principal (or Principal delegate where the Principal is unable to perform their duties) is also responsible for ensuring students are supported during interviews at the College conducted by Victoria Police or Department of Families, Fairness and Housing (DFFH).

If a student is impacted by suspected abuse, and it is deemed appropriate, the following supports will be considered (but not limited to):

- Establish regular communication between the College and the student's parent/carer (if this is safe and appropriate) to discuss the student's progress wellbeing and the effectiveness of planned strategies. This may be undertaken through convening a Care Team Meeting to plan ongoing monitoring, support, and follow-up of the student's health and wellbeing (Care Teams usually comprise College wellbeing staff, teachers, allied health professionals and where appropriate the student and/or their parent/carer).
- Develop and implement a Student Support Plan, which documents the planned support strategies and includes timeframes for review (where possible, these support strategies should be informed by allied health and wellbeing professionals with expertise in addressing child abuse and trauma).
- Engage external allied health and wellbeing supports and services to meet the wellbeing needs of the child impacted by abuse, including exposure to family violence.
- Refer to a wide range of non-school based support services (some of which are listed in **QMS:300-11 Y2IC Student Handbook** under External Services) which specialise in providing tailored support and advice for students impacted by abuse. For example,
 - Family Violence Services
 - Centres Against Sexual Assault (CASA), who provide expert support for victims of sexual assault
 - Headspace, who provide tailored support for children whose mental health is impacted by exposure to abuse.

Additional information on how the Youth2Industry College protects and supports a child involved with allegations of abuse is available on the Youth2Industry College's SharePoint. Refer to: [DET - Identifying and Responding to All Forms of Abuse in Victorian Schools pages 44-58, 61 and 64.](#)

17.0 COMMUNICATION

The Youth2Industry College is committed to communicating our child safety strategies to the College community through:

- Ensuring that key child safe and wellbeing policies are available on the College website
- Displaying Protect posters around the College
- Updates in our newsletters and Compass news feeds

- Once per Semester reminders in the Youth2Industry College newsletter of our College's commitment to child safety
- Ensuring that child safety is a regular agenda item at College Board, Executive and staff meetings for discussion

18.0 CONFIDENTIALITY AND PRIVACY

The Youth2Industry College collects, uses and discloses information about particular children and their families in accordance with Victorian privacy law. The principles regulating the collection, use and storage of information is included in **QMS: 202 College's Privacy Policy**.

19.0 RECORDS MANAGEMENT

We acknowledge that good records management practices are a critical element of child safety and wellbeing and manage our records in accordance with College policies.

20.0 ASSOCIATED DOCUMENTS

- QMS: 202 Y2IC Privacy Policy
- QMS:400 Y2IC Child Safety Code of Conduct
- QMS:402 Y2IC Duty of Care Policy for Community
- QMS:403 Y2IC Duty of Care Policy for Staff
- QMS:404 Y2IC Mandatory Reporting Policy and Procedure
- QMS:405 Y2IC Responding and Reporting Policy and Procedure
- QMS:424 Y2IC Complaints, Grievances and Disputes Policy and Procedure
- QMS:431 Y2IC Visitors Policy
- QMS:433 Y2IC Volunteers Policy
- QMS:435 Y2IC COVID Safety Plan
- QMS: 501 Y2IC Procedure for Staff Recruitment and Employment
- QMS:300-11 Y2IC Student Handbook
- QMS:400-10 Four Critical Actions for Schools
- QMS:400-11 Y2IC Staff Agenda Template
- QMS:400-12 Feeling Safe
- QMS:400-15 Y2IC Child Safety Risk Register
- QMS: 400-53 Four Critical Actions: Student Sexual Offending

VERSION CONTROL DETAILS

Revision History

Date	Version	Author	Change Reference
25/5/2020	1.0	P. Vakakis	Initial Policy
24/11/2020	2.0	P. Vakakis	Board responsibility, IMVC shared space and support measures
23/11/2021	3.0	P.Vakakis	Deletion of reference to IMVC
22/5/1022	4.0	P Vakakis	New Child Safe Standards. Consultation conducted with College community

Reviewers

Date	Version	Approved By	Next Review Date
25/5/2020	1.0	Y2IC Board	May, 2023
24/11/2020	2.0	Y2IC Board	November, 2023
30/11/2021	3.0	Y2IC Board	June, 2022
21/6/2022	4.0	Y2IC Board	June, 2024