Partnerships with families  
2 to 6 September 2024

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are:

* reviewing our legal obligations to identify and report known or suspected cases of harm, abuse or neglect of children. Harm and abuse can occur as a result of physical, sexual, emotional, psychological abuse and domestic violence. Please let us know if you’d like more information on this topic, for example the indicators of harm, abuse or neglect, community support agencies, or the reporting process
* reviewing our Child ProtectionPolicy and Child Safe Policy. Summaries follow:

**Child Protection Policy**

The Approved Provider, Nominated Supervisor, employees, volunteers and students will:

* be trained in their child protection obligations so they can confidently
  + identify indicators of abuse
  + manage disclosures or suspicions of abuse/neglect
  + report abuse/neglect to relevant authorities including any made involving employees, volunteers, students
  + prepare accurate records to assist investigations and store them securely
* always take anything a child says seriously and follow up their concerns
* maintain the confidentiality of all parties involved in an investigation
* keep their child protection clearance current (eg working with children check) unless exempted under the law.

**Child Safe Policy**

Our Service commits to an environment and practices which are consistent with the National Child Safe Principles:

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

The Policy outlines how we support the Principles, including through many of our other Policies and procedures.

There are copies of the policies near the sign in/out sheet. Please take a moment to read them. We value any feedback you may have.

Nominated Supervisor