

## 2.2.3

### Child protection

Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.



Week 28  
2.9.2024

#### Section 9. Management vs Leadership

(Nominated Supervisor, Educational Leader, Room Leaders).

### Room Leader

Aspect	Room Leader's Management Role	Room Leader's Leadership Role
<b>Understanding Child Protection Policies</b>	Ensure all staff are aware of and understand the centre's child protection policy and procedures. Provide clear guidance on how to access and use these documents.	Lead by example in following child protection policies. Regularly review and update policies in consultation with staff to ensure they reflect current laws and best practices.
<b>Training and Professional Development</b>	Organise and track child protection training for all educators in the room, ensuring all are up-to-date with mandatory requirements.	Advocate for continuous learning by encouraging staff to attend additional child protection workshops and seminars. Share knowledge from these sessions during team meetings.
<b>Supporting Staff in Identifying Risks</b>	Monitor daily interactions and observations, ensuring educators remain vigilant about potential signs of abuse or neglect.	Foster a culture of open communication where staff feel comfortable discussing concerns and observations about children's safety and well-being.
<b>Reporting and Documentation</b>	Ensure that all incidents, disclosures, or suspicions of abuse are documented properly and reported to the appropriate authorities or the service's child protection officer.	Take the lead in following up on reports made to ensure appropriate actions are taken and to support staff through the reporting process.
<b>Engaging with Families</b>	Provide families with information about the centre's child protection policies and procedures. Ensure that any concerns raised by families are documented and addressed.	Build trust with families by maintaining open lines of communication and providing updates on their child's well-being and the centre's safety measures.
<b>Creating a Safe Environment</b>	Implement and enforce safety protocols in both the physical and online environments to protect children from potential harm.	Lead initiatives to create a physically and emotionally safe environment, including organising activities that promote a sense of security and belonging among children.
<b>Collaborating with External Agencies</b>	Maintain a list of local community resources and establish relationships with child protection agencies, mental health professionals, and support services.	Act as a liaison between the centre and external agencies to coordinate support for children identified as at risk, ensuring a holistic approach to child safety and well-being.

#### Week 28, 2 to 6 September 2024 – 2.2.3 Child Protection

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**Section 9. Management vs Leadership**

(Nominated Supervisor, Educational Leader, Room Leaders).

**Educational Leader**

Aspect	Educational Leader's Management Role	Educational Leader's Leadership Role
<b>Understanding Child Protection Policies</b>	Ensure all educators across the service are familiar with child protection policies and procedures and understand their legal responsibilities.	Lead discussions and reflections on child protection practices during team meetings, emphasising the importance of understanding and adhering to policies to ensure children's safety.
<b>Training and Professional Development</b>	Coordinate and facilitate ongoing child protection training sessions for all educators to meet regulatory requirements.	Inspire a culture of continuous improvement by highlighting the importance of professional development in child protection and encouraging educators to pursue further training opportunities.
<b>Supporting Educators in Identifying Risks</b>	Monitor and support educators in recognising signs of abuse or neglect, providing guidance on how to respond appropriately.	Mentor educators on effective observation techniques and strategies for identifying and addressing potential child protection concerns, fostering confidence and competence in their roles.
<b>Reporting and Documentation</b>	Ensure consistent and accurate documentation practices regarding any incidents, suspicions, or disclosures of abuse.	Advocate for best practices in documentation by modelling detailed, timely, and confidential record-keeping and encouraging educators to document concerns thoroughly and accurately.
<b>Engaging with Families</b>	Guide educators on effective communication strategies with families regarding child protection issues, ensuring families feel informed and supported.	Promote transparency and trust by engaging with families on child protection matters, including sharing relevant resources and encouraging open dialogue about safety and well-being concerns.
<b>Creating a Safe and Inclusive Environment</b>	Oversee the implementation of inclusive educational programs that consider the safety and protection needs of all children, including those at risk.	Lead the development of curriculum and learning experiences that promote understanding of personal safety, respect for boundaries, and awareness of rights among children.
<b>Collaborating with External Agencies</b>	Coordinate with local child protection services and other relevant agencies to ensure that educators are aware of available resources and support.	Champion collaboration with external professionals to enhance the centre's child protection strategies and advocate for the needs and rights of children at risk within the community.

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## Nominated Supervisor

Aspect	Nominated Supervisor's Management Role	Nominated Supervisor's Leadership Role
<b>Understanding Child Protection Policies</b>	Ensure all staff members are aware of the child protection policies and procedures, including their legal responsibilities and reporting obligations.	Lead by example in adhering to child protection policies, fostering a culture of accountability and safety throughout the service. Regularly review and update policies to reflect current laws and best practices.
<b>Training and Professional Development</b>	Organise and ensure mandatory child protection training for all staff, including new and relief educators, and maintain up-to-date training records.	Advocate for a strong focus on child protection in professional development plans. Encourage staff to engage in additional training and seminars to enhance their knowledge and skills in this area.
<b>Supporting Staff in Identifying Risks</b>	Monitor staff to ensure they are vigilant in recognising and responding to signs of abuse or neglect. Provide guidance and support as needed.	Lead the team in developing a proactive approach to identifying risks, encouraging open communication about any concerns, and promoting a supportive environment for staff dealing with child protection issues.
<b>Reporting and Documentation</b>	Ensure that all incidents, disclosures, or suspicions of abuse are promptly documented and reported to the appropriate authorities or child protection officers.	Take a proactive role in overseeing the reporting process, ensuring all reports are handled sensitively and confidentially, and follow up to ensure appropriate action has been taken to safeguard children.
<b>Engaging with Families</b>	Ensure families are informed about the service's child protection policies and procedures and that their feedback is regularly sought and addressed.	Build trust with families by fostering open, honest communication about child protection measures, and involve them in discussions on how to improve safety and support for their children.
<b>Creating a Safe and Supportive Environment</b>	Implement and enforce child protection measures in both the physical and online environments to ensure the safety and well-being of all children.	Lead initiatives to create a safe, inclusive, and supportive environment for all children, ensuring that child protection measures are integrated into daily routines and educational practices.
<b>Collaborating with External Agencies</b>	Maintain strong relationships with child protection agencies, local community services, and other professionals to support children at risk.	Advocate for a coordinated approach to child protection by actively engaging with external agencies and professionals, ensuring that children at risk receive comprehensive and timely support.

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