

# CHILD SAFEGUARDING POLICY

REED is committed to providing a child safe environment where children's safety and wellbeing is supported and children feel respected, valued and encouraged to reach their full potential. REED embeds the National Principles for Child Safe Organisations WA and promotes a culture of safety and wellbeing to minimise the risk of child abuse or harm to children whilst promoting children's sense of security and belonging.

## NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.2	Safety	Each child is respected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.
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.

QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN		
5.1.1	Positive educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.

QUALITY AREA 7: GOVERNANCE AND LEADERSHIP		
7.1	Governance	Governance supports the operation of a quality service

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
84	Awareness of child protection law

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86	Notification to parents of incident, injury, trauma and illness
87	Incident, injury, trauma and illness record
147	Staff records
155	Interactions with children
168	Education and care service must have policies and procedures
175	Prescribed information to be notified to Regulatory Authority
176	Time to notify certain information to Regulatory Authority
S162 (A)	Persons in day-to-day charge and nominated supervisors to have child protection training
S165	Offence to inadequately supervise children
S167	Offence relating to protection of children from harm and hazard

## LEGISLATION

<a href="#"><i>Children and Community Services Act 2004</i></a>	<i>Working with Children (Criminal Record Checking) Amendment Act 2022</i>
<a href="#"><i>Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022</i></a>	

## RELATED POLICIES

Child Protection Policy Child Safe Environment Policy Code of Conduct Policy Family Communication Policy Interactions with Children Policy Mandatory Reporting Policy Privacy and Confidentiality Policy	Recruitment Policy Staffing Arrangements Policy Student and Volunteer Workers Policy Supervision Policy Work Health and Safety Policy
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## STATEMENT OF COMMITMENT:

All children attending or visiting REED ECEC services, events or premises have the right to be safe from harm and abuse. The wellbeing of children and their right to feel safe, heard and understood is our priority. REED has a zero tolerance to child abuse and is committed to maintaining and

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embedding child safeguarding practices to create and maintain an environment where children feel valued, protected, and safe.

REED is committed to promoting cultural safety for Aboriginal and Torres Strait Islander children, as well as children from other culturally and/or linguistically diverse backgrounds, and to providing safe, inclusive and respectful environments for LGBTQIA+ children and children with disability.

REED take any concerns for child safety, abuse and harm seriously and responds to all allegations consistently in line with REED policies and procedures.

REED recognises the importance of the United Nations Convention on the Rights of the Child

<https://www.unicef.org.au/united-nations-convention-on-the-rights-of-the-child>

## SCOPE

This policy applies to management, the approved provider, nominated supervisor, students, staff, families, visitor's, contractors, partners and associates of REED.

## DEFINITIONS

**Child Safeguarding** is the action that is taken to promote the welfare of children and protect them from harm through a set of internal-facing policies, procedures and practices.

In essence, Child Safeguarding is all about prevention, protection and early intervention.

**Child abuse** is any act or omission which directly or indirectly causes intentional harm or mistreatment of a child under the age of 18. It includes physical, sexual, psychological abuse as well as neglect.

## CHILDREN

Children have the right to feel safe, be included and participate in an environment free from the risk of abuse or harm. All children have the right to be heard and be actively involved in making decision particularly those that directly affect them.

## THE APPROVED PROVIDER/ NOMINATED SUPERVISOR WILL:

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- Implement effective child safe pre-employment screening and recruitment processes to ensure we engage educators and staff who have the skills, experience, qualifications and general 'fit' in line with legislative and regulatory requirements
- Ensure Staff, students and volunteers are provided with a comprehensive induction and ongoing training in relation to the code of conduct, child safe organisation code of conduct, roles and responsibilities, complaint processes and privacy obligations in documenting and reporting concerns of child safety and/or abuse
- Provide annual child protection training and relevant professional development ensuring educators are able to identify and respond to signs of child abuse
- Implement effective measures to obtain family and community input regarding REED's approach to child safety and wellbeing as well as policy and procedure reviews
- Ensure that the management team regularly analyse complaints, incidents and concerns to inform continuous improvement
- Provide staff, families and the community with easy to understand, child friendly and culturally safe documentation to promote awareness of child safeguarding
- Where possible, it is preferred that a minimum of two staff will be rostered on duty at any given time.

#### STAFF WILL:

- Maintain an up to date working with children check
- Provide culturally safe and responsive environments for all children regardless of their race, religion, age, gender or personal circumstance
- Consider children's voices and seek their input in all decision making, including safety and wellbeing issues
- respect each child's right to make decisions and to initiate and direct their own learning
- Ensure any hazards in the physical environment that could cause harm to children are addressed through appropriate mechanisms as stated by REED policies and procedures
- Provide resources, educate through the program and encourage children through daily practise and role modelling to know about their rights, safe environments, protective strategies for staying safe and seeking help when needed

- Staff will ensure culturally safe and appropriate use of technology/online material and provide information and resources to children, families and the community regarding safe use of online environments
- Ensure that privacy and confidentiality of children and families is maintained
- Recognising, documenting, and reporting concerns of suspected child abuse
- Ensure knowledge of mandatory reporting processes are maintained
- Comply with REED policies, procedures, child safe code of conduct and philosophy
- Educate and encourage children to speak up about their safety and that of their peers
- Respect the rights and choices of children by seeking consent and providing them with alternative play experiences
- Conduct risk assessments to ensure the health, safety and wellbeing of children
- Not use personal devices to take photos or videos of children.
- Actively engage with families and the community, creating partnerships and respectful relationships in order to build cultural safety and inclusion.
- Provide child-friendly, culturally safe resources to inform children of their rights, including their right to receive support when they raise a concern

#### STUDENTS, VOLUNTEERS, VISITORS, CONTRACTORS AND ASSOCIATES WILL:

- Abide by REED's policies, procedures, child safe code of conduct at all times

#### FAMILIES WILL:

- Abide by REED's policies, procedures, child safe code of conduct at all times
- Engage in opportunities to openly communicate with staff about child safety, health and wellbeing
- Collaborate with services in relation to:
  - Policy and procedure review and development
  - Philosophy review
  - Quality Improvement
  - Child safeguarding strategies
  - Providing safe, supportive and inclusive environments
  - Program input

## CONTINUOUS IMPROVEMENT

Our Child Safeguarding Policy will be reviewed on an annual basis in consultation with children, families, staff, educators, and management.

## RELATED RESOURCES

Child Protection Procedure Child Protection Report Form National Principles for Child Safe Organisations Mandatory Reporting Procedure Recognising Child Abuse information booklet	
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## SOURCE

Australian Children's Education & Care Quality Authority. (2014).

Australian Government Department of Education. [Belonging, Being and Becoming: The Early Years Learning Framework for Australia](#). V2.0, 2022

Australian Government Australian Institute of Family Studies. (2018). [Australian child protection legislation](#)

Australian Government: Australian Institute of Family Studies. (2017). [Mandatory reporting of child abuse and neglect](#)

*Children and Community Services Act 2004*

Early Childhood Australia Code of Ethics. (2016).

Education and Care Services National Law Act 2010. (Amended 2023).

[Education and Care Services National Regulations](#). (Amended 2023).

*Freedom of Information Act 1992*

Government of Western Australia. Department of Communities, Child Protection and Family Support. (2019).

[About mandatory reporting legislation](#)

Government of Western Australia. [Working with Children Check](#)

Guide to the National Quality Framework. (Amended 2023).

Ombudsman Western Australia. Reportable Conduct Scheme (the Scheme) 2022.

Revised National Quality Standard. (2018).

[Western Australian Education and Care Services National Regulations](#)

*Working with Children (Criminal Record Checking) – Amendment Act 2022 (Amendment Act)*

## REVIEW

POLICY REVIEWED		NEXT REVIEW DATE	
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POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE
21.10.2024	Approved by REED Board	21.10.2025