

Child Safety Standards

The OSHC & Early Years team discussed the 7 Child Safe standards and how we currently promote/cover them in our service. We also identified areas we want to work on. We encourage all stake holders to contribute, so please have a chat to one of the OSHC & Early Years educators or email oshc.coldstream.ps@education.vic.gov.au

Our Commitment to Child Safety

Our Service is committed to ensuring the safety and wellbeing of children is maintained at all times whilst being educated and cared for by educators and staff at Coldstream OSHC & Early Years. We are committed to providing a child-safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability. Every person involved in our learning community 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 children and young people are at the forefront of all they do and every decision they make.

We promote a child safe environment that minimises the risk to all children in our care from all types of abuse, harm and neglect. The Victorian Reportable Conduct Scheme seeks to improve organisations' responses to allegations of child abuse and neglect by their workers and volunteers. The scheme was established by the Child Wellbeing and Safety Act 2005 (the Act). Coldstream Primary School OSHC & Early Years commits fully to abiding by this scheme and understands its importance to keep children safe because keeping children safe is everyone's responsibility.

Our staff carry out their responsibilities as mandatory reporters as required by law under the Children and Young Persons (Care and Protection Act 1998) and maintain up to date with knowledge of child protection law and child protection training.

Our staff are recruited through an extensive screening process to ensure they display the right personal qualities and experiences to provide high quality supervision and care to child in addition to holding a validated Working With Children Check.

We have a zero tolerance for inappropriate behaviour towards children and any breach of child protection law. Any allegation or concern will be responded to promptly by management. We request that you contact our Nominated Supervisor or PMC if you have any concerns 0421 423 999 oshc.coldstream.ps@education.vic.gov.au or kumarivandermeer@education.vic.gov.au

Child safe standards	Currently doing	Improvement plan
Child Safe Standard 1: Strategies to embed an organisational culture of child safety, including through effective leadership arrangements	See all below points.	<p>Ask the school council to ensure all school counsellors have Criminal history checks</p> <p>Ask the school council to ensure all school counsellors do basic child protection training</p> <p>Encourage families to do basic child protection training.</p>
Child Safe Standard 2: A Child Safe Policy or Statement of Commitment to Child Safety	Refer to Standard 4.	Place the large poster in the new room.
Child Safe Standard 3: A code of conduct that establishes clear expectations for appropriate behaviour with children	We have a code of conduct for staff/volunteers/parents/children All agree to this conduct when employed or enrolled.	

<p>Child Safe Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel</p>	<p>Our child safety statement is on our website, in our handbooks and when we advertise for jobs.</p> <p>We have policies to support child safety, such as; the child-safe environment policy, code of conduct, and reportable conduct scheme.</p> <p>All educators must have a current working with children check, and this is checked and recoded every 6 months.</p> <p>Criminal history check for all educators.</p> <p>We will try to employ people we know.</p> <p>Inductions occur for all educators and volunteers before working with the children.</p> <p>We have weekly/fortnightly supervision meetings with each educator and monthly staff</p>	
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	<p>meetings where child safety is permanently on the agenda.</p> <p>Further training is supported and welcomed.</p>	
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Child Safe Standard 5: Processes for responding to and reporting suspected child abuse

All educators complete Mandatory Reporting and other obligations for the early childhood profession every 12 months

Upon induction, we go through how to report the child-safe environment policy & the reportable conduct scheme policy.

There are posters on how to report in the OSHC and Early Years room. There are posters on the reportable conduct scheme. Child safety standards are a permanent part of our monthly meeting agenda.

Educators have access to and can use Responding to suspected child abuse: template for All Victorian Early Childhood Services & FOUR CRITICAL

Put the poster up in the room promoting the four critical actions for early childhood services.

	ACTIONS FOR EARLY CHILDHOOD SERVICES. Responding to Incidents, Disclosures and Suspicions of Child Abuse	
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Child Safe Standard 6: Strategies to identify and reduce or remove risks of child abuse	Please refer to risk assessment	<ul style="list-style-type: none">- Update minimum every 12 months- Add this plan to the induction checklist- Put this plan on the website
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<p>Child Safe Standard 7: Strategies to promote the participation and empowerment of children</p>	<p>Within our education and care environment, we have posters and information for children and parents containing phone numbers and organisations they can access for further support.</p> <p>We have the UN Rights of the child in a picture story type of book for the children to access</p> <p>The children have created a poster on ways to keep themselves safe.</p> <p>We have a feedback box where children write or draw to the educators on any topic.</p> <p>We have a child advocate who takes a leadership role. Children can also speak to them if they need support.</p>	<p>Incurion for children Books and recourses More project work First aid</p>
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	<p>We have a children's voice book where children contribute their thoughts and feelings.</p> <p>We have a small team of educators, so continuity of care is powerful. Children and educators create trusting bonds quickly. The educators also work within the school setting, so they are accessible.</p>	
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Standard 6

Risk assessment

Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
Public people using the space we are in. Walking through the school grounds using the playground or when we are on an excursion.	There could be unsafe people, putting the children at risk.	High	<ul style="list-style-type: none"> - Children to always be in eyesight of the educators - Embed teaching around safety on strangers, and the rules we have and why. - If children and or educators feel unsafe, they enact a lockdown procedure. - Children and educators to where hi-vis vest when on excursions - Educators to use walkie talkies - Headcounts/roll calls to be conducted often - Risk assessments to be done before any excursions 	Educators	At all times
Contractors working on school grounds	They could be unsafe people, putting the children at risk.	Moderate	<ul style="list-style-type: none"> - Copy and status check of WWCC -Visitors must sign in to sign in book Preplanning when contractors are coming and communication between the school and OSHC. - Consider moving the children to a different area while works are being 	Educators and School	At all times

			<p>completed if safe and possible.</p> <ul style="list-style-type: none"> - IF contactors do not have WWCC and works MUST be done, the PMC or a delegate will supervisor the contractors the entire time they are working on site. 		
Children using IT technology during OSHC	Children could access inappropriate content via the internet. Children's personal smart phone/iPad/smart watches could either allow other people to access them or other children in our care or capture video or pictures of children in our care.	High	<ul style="list-style-type: none"> - School computers/iPad have sites locked - All devices need to be handed to OSHC educators. If children use them, an educator will be there with them to ensure it is used appropriately - When we have a multimedia day, all iPad and devices are to be used out in the open screen facing outwards so educators can see the content on the screens. 	Educators, school, children and families	At all times
Educators/Staff being on there own with children	Inappropriate behaviour causing harm to children	High	<ul style="list-style-type: none"> - In depth recruitment process - Reference checks - WWCC, police checks. <p>Status checks six-monthly police checks yearly</p>	Educators, Management & School	At all times

			<ul style="list-style-type: none">- well-informed educators on the OSHC commitment to safe child standards- Educators understand and take part in the reputable conduct scheme.- Educators to read understand all policies relating to keeping children safe and enforce them at all times.- Ensure that educators have the knowledge and understanding of their obligation on reporting staff/volunteers/adults if there is any concern.- All educators complete yearly Mandatory Reporting and Other Obligations for the Early Childhood Sector eLearning Modules- Further training on vulnerable children- Supervision session with nominated supervisor to ensure educators are up to date with knowledge and skills – re keeping our children safe.		
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			- try and have a least two educators at all times when working with the children.		
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Plan prepared by	Kazz Van der Meer		
Prepared in consultation with:	All educators		
Communicated to:	Hard copies in the OSHC & Early Years room		
Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.			