



## **Belle Vue Primary School STRATEGIES TO IDENTIFY AND REDUCE OR REMOVE THE RISK OF CHILD ABUSE (Child Safe Standard 6)**

### **RATIONALE**

Belle Vue Primary School has an active approach to its duty of care in protecting children. The school uses a risk management approach and has a commitment to continuous improvement.

### **IMPLEMENTATION**

Belle Vue Primary School has adopted a risk management approach by developing policies and procedures to identify and reduce risk as well as ensuring these measures are understood and followed. Although you can never eliminate all risks, the school has processes in place to ensure they are reduced and managed appropriately when they arise. Generally, risk management tends to focus on what can go wrong, but it is important to remember that any event, circumstance or situation that occurs can also provide an opportunity for improvement.

Belle Vue Primary School's risk management approach recognises its duty of care to protect children from abuse based on a range of activities including:

- the types of activities or services for children that Belle Vue Primary School provides and the level of care, supervision or authority over children whether as part of its primary function or otherwise
- opportunities within these activities or services for a person to be on their own with a child or children, or to develop relationships of trust with children and/or their families
- risk of harm to children because of the action or inaction of a person involved (including staff, volunteers, families and other children)
- online and physical environments
- ages, abilities and cultural diversity of children
- specific activities such as excursions and overnight trips.

Further generic risk management information is available by contacting the Victorian Managed Insurance Authority on (03) 9270 6900 or refer to the Victorian Government Risk Management Framework page <[www.vmia.vic.gov.au/risk/victorian-government-risk-management-framework](http://www.vmia.vic.gov.au/risk/victorian-government-risk-management-framework)> on their website.

### **A FRAMEWORK FOR MITIGATING RISKS TO CHILD SAFETY**

Belle Vue Primary School follows a specific framework to ensure the successful implementation and maintenance of a risk management approach. Regular consultation with staff, volunteers, children and their families is part of this framework. Each step of this framework is detailed below. The relevant information is well-documented, accessible, and reviewed periodically.

### **Identify the risks**

The school recognises the risks to child safety within our organisation. A risk is anything that has the potential to cause harm to children or enables that harm to occur. Risks can include processes associated with ineffective screening, supervision, training and other human resource practices.

### **Assess and evaluate the risks**

Any identified risks will be documented and the relative risks will be prioritised and addressed. This decision will be based on the likelihood of each risk occurring and the severity of the consequences for a child or children should that risk occur.

### **Manage and treat the risks in a timely manner**

The school will develop an action plan to eliminate or reduce the risks to child safety that have been identified, and ensure that the actions are completed in a timely manner. The school will ensure ongoing oversight of the action plan to confirm that the actions are appropriate and successful.

### **Review and improve your strategy**

The school will regularly review and reiterate our approach to build and demonstrate an organisational culture of child safety that is influenced and driven by effective leadership.

### **Designate and manage**

Risk management is part of an ongoing quality improvement process. The principal, Welfare Co-ordinator and Leadership Team will be responsible for the ongoing management of this strategy and ensure that the strategy is embedded in the school's organisation's culture and management.

Belle Vue Primary School's risk management strategy must also include a plan for managing any action or inaction by a person that fails to comply with any policies and procedures which make up the school's risk management strategy.

## **FURTHER INFORMATION AND RESOURCES**

This policy should be read in conjunction with the following school policies:

- On-site Supervision of Students Policy
- Duty of Care Policy
- Student Engagement and Wellbeing Policy
- School Camps Policy
- Excursions and Camps Policy and Procedures
- Incursions and External Providers Policy and Procedures
- Learning Technologies - Acceptable Use Policy
- Bullying and Harassment Policy

## **EVALUATION**

This policy will be reviewed on a 1-2 year basis, or earlier as required, such as new circumstances or situations arising. Each new or different risk may trigger a new risk assessment. This includes risks associated with a 'special event' or risks associated with a change in service provision. Belle Vue Primary School will manage these risks when they arise and adapt its risk management strategy so that it remains contemporary.

**RATIFIED BY SCHOOL COUNCIL**

**DATE: 15 May 2019**

<b>Date</b>	<b>Version Number:</b>	<b>Update information</b>	<b>Next Review:</b>
7 December 2016	1.0	N/A	December 2018
3 May 2019	2.0	Updated as part of review in line with DET guidelines	May 2021

**APPENDIX A**  
**CHILD SAFE STANDARD 6: RISK ASSESSMENT TEMPLATE**

Risk Event or Environment	Existing risk management strategies or existing controls	Likelihood	Consequence	Current risk rating	New risk management strategies or treatments	Who is responsible?	Target risk rating
No organisational culture of child safety – lack of leadership, public commitment and frequent messaging	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Severe	Extreme	<ul style="list-style-type: none"> <li>Strategies to embed organisational culture of child safety are reviewed</li> <li>Statement of commitment to child safety is publicly available</li> </ul>	Principal, School Council Chair	Low
Inappropriate behaviour is not reported and addressed	Child safety code of conduct Clear child safety reporting procedures Performance management procedures	Unlikely	Severe	High	<ul style="list-style-type: none"> <li>Strategies to embed organisational culture of child safety are reviewed</li> <li>Refresher training for staff – see eLearning mandatory reporting module</li> </ul>	Principal, School Council Chair	Low
Unquestioning trust of long term employees and contractors or norms	Strategies developed to embed culture of child safety Clear child safety reporting procedures	Possible	Major	High	<ul style="list-style-type: none"> <li>Refresher training for staff – see eLearning mandatory reporting module</li> </ul>	Principal, School Council Chair	Low
Recruitment of an inappropriate person	WWCC or Victorian Institute of Teaching registration	Unlikely	Major	Medium	Processes updated to require: <ul style="list-style-type: none"> <li>Criminal history search</li> <li>Pre-employment reference check includes asking about child safety</li> </ul>	Principal, School Council Chair	Low
Engagement with children online	Child safety code of conduct	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>Train students and staff to detect inappropriate behaviour</li> <li>Ensure appropriate settings on all student technologies</li> </ul>	Principal, School Council Chair	Low

Risk Event or Environment	Existing risk management strategies or existing controls	Likelihood	Consequence	Current risk rating	New risk management strategies or treatments	Who is responsible?	Target risk rating
	Strategies developed to embed culture of child safety						
Unknown people and environments at excursions and camps	Child safety code of conduct Strategies developed to embed culture of child safety Clear child safety reporting procedures	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>Assessment of new or changed environments for child safety risks</li> <li>Ensure Code and strategies apply in all school contexts</li> </ul>	Principal, School Council Chair	Low
Ad-hoc contractors on the premises (eg maintenance)	Child safe environments Information and awareness for visitors, staff, volunteers and contractors Adequate monitoring	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>Refresher training for frequent contractors</li> </ul>	Principal, School Council Chair	Low