



Catholic Schools Child Safe Schools

St Francis Primary School, Nathalia

Child-friendly edition of our Child Safety Policy

Date of policy: 1 July, 2020

Date of last major review: 1 July, 2020

Date of next major review: 1 July, 2021



Policy Title	St Francis Child-friendly edition of our Child Safety Policy 01/07/2020
Introduction	What does our school value and why is child safety important in our school? St Francis, Nathalia is a child safe school. We promote the safety, wellbeing and inclusion of all children.
Purpose	Why do we have a policy? <i>Our Child friendly Child Safe Policy was created to highlight our commitment to keeping all students safe from harm. The staff at St Francis understand their responsibility if a student says that they feel unsafe or worried.</i>
Principles	What are the important ideas that guide our actions? <ul style="list-style-type: none"> <input type="checkbox"/> Violence of any type will not be tolerated. <input type="checkbox"/> Children need to be taught what safe feels, looks and sounds like. <input type="checkbox"/> Everyone has the right to feel safe. <input type="checkbox"/> We have a collective responsibility to keep each other safe. <input type="checkbox"/> All staff members are responsible for the students in their care. <input type="checkbox"/> The Principal will ensure all staff are trained in Child Safe and know their legal responsibilities in relation to protecting students.
Policy commitments	What pledges do we make to our school community? <i>We will ensure the safety and protection of students is always put first.</i>
Expectation of our school staff	Why do we have a Code of Conduct for adults working in our school? <i>We have a code of conduct within the school to make everyone clear what is acceptable and unacceptable behaviour at St Francis. All adults are expected to sign and adhere to this.</i> <i>This is our collective commitment to child safety.</i>
Student participation	How are students involved in child safety discussions and planning for improvements in our school? <i>Our Leadership teams (Year 4-6 students) meet every week to discuss student safety and school improvements. Concerns or questions are discussed and actions decided.</i>
Reporting and responding	How do we report our concerns and how do teachers respond? <i>If a student has concerns they will tell a staff member, staff are ALWAYS expected to respond and report any incident.</i>

<p>Recruitment</p>	<p>How are staff selected to work in our school?</p> <p><i>Before employing staff and volunteers, St Francis checks the background to see if the person is suitable to work with children.</i></p> <p><i>This includes;</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Ensure they have a current Working With Children Check or VIT</i> <input type="checkbox"/> <i>Ensure they sign the Code of Conduct</i> <input type="checkbox"/> <i>Trial the person to see if they are suitable</i> <input type="checkbox"/> <i>Make sure they are nice to students</i> <input type="checkbox"/> <i>Check out their background/history</i> <input type="checkbox"/> <i>Check they have no criminal record</i> <input type="checkbox"/> <i>Check their social media history</i> <input type="checkbox"/> <i>Staff to follow CECV Guidelines to recruitment of staff</i>
<p>Professional learning for school staff</p>	<p>How does the school support staff to develop their knowledge about child safety?</p> <p><i>Child Safety is on the agenda of all staff and school board meetings. Policies and practices are communicated with all in the St Francis community and everyone understands the importance and responsibility we have in keeping our students safe.</i></p>
<p>Risk management</p>	<p>How does our school identify possible risks, who is involved and what happens next?</p> <p><i>The St Francis school community is continually monitoring student safety. All staff are responsible for managing possible risks both at school and on excursions/camps/outings.</i></p>
<p>Supporting documents</p>	<p>What other information do we use to help us?</p> <ul style="list-style-type: none"> <input type="checkbox"/> www.education.vic.gov.au/school/teachers/health/childprotection/Pages/default.aspx <input type="checkbox"/> cevn.cecv.catholic.edu.au/ <input type="checkbox"/> www.vrqa.vic.gov.au <input type="checkbox"/> dhs.vic.gov.au/apache/index.htm
<p>Communication</p>	<p>How does the school let everyone know about this policy and our plans?</p> <p>St Francis will communicate this policy through the following mediums;</p> <p>School Newsletter, Social media sites (School App & Facebook), School Assembly, School Website, Parent Gatherings and Board Meetings.</p>

Review

When will we update this policy?

The policy will be reviewed every year and will incorporate suggestions from teachers, parents, volunteers, other staff and students.