



Policy and Process

CHILD SAFE POLICY

Overview:

Kildare Ministries is committed to providing an environment that is caring, nurturing and safe for the children and young people participating in our ministries and all of its programs.

Kildare Ministries has introduced Child Safe Principles to assist the organisation provide a child safe environment.

The Child Safe Principles are designed to:

- create an environment where children's safety and wellbeing are the centre of thought, values and actions;
- place emphasis on genuine engagement with and valuing of children;
- create conditions that reduce the likelihood of harm to children and young people;
- create conditions that increase the likelihood of identifying any harm and
- provide a framework for responding to any concerns, disclosures, allegations or suspicions of harm.

Policy	Child Safe
Version	FINAL
Date of Approval	2019
Effective date	3 years
Date for Review	2021
Policy Officer	Executive Director

Content:

Policy	The purpose of this policy is to set out Kildare Ministries approach to implementing a child safe culture across all areas of the organisation providing services to children and young people, to ensure the safety and wellbeing of children and young people within our ministries.
Scope	<p>The safety and protection of children and young persons in Kildare Ministries is the responsibility of everyone involved with the organisation including Trustees, staff, volunteers, board members and contractors, whether or not they work in direct contact with children or young people.</p> <p>Each person involved in Kildare Ministries work has a duty to know, understand and comply with this policy, to be able to recognise both signs and risks of harm and know how to respond appropriately.</p>
Principles	Principle 1: Child safety is embedded in institutional leadership, governance and culture.

	<p>Principle 2: Children should be empowered to participate in decisions affecting them and contributions should be valued.</p> <p>Principle 3: A culture of openness should be fostered where families and communities are informed and involved.</p> <p>Principle 4: Equity is upheld, and diverse needs are taken into account.</p> <p>Principle 5: People working with children are suitable and supported.</p> <p>Principle 6: Processes to respond to complaints of child sexual abuse are child focused.</p> <p>Principle 7: Staff and governance authority are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.</p> <p>Principle 8: Minimise the opportunity for abuse to occur in both physical and online environments.</p> <p>Principle 9: <i>Child Safe Principles</i> are continuously reviewed and improved and compliance with the Principles monitored.</p> <p>Principle 10: Policies and procedures document how Kildare Ministries is child safe</p>
<p>Procedure Guidelines</p>	<p>1. Leadership and oversight</p> <p>1.1 Our commitment to providing a safe environment for the children and the young people is approved and endorsed at the highest levels of our organisation.</p> <p>1.2 Oversight of the development, implementation and review of this Policy is carried out principally by the Governance sub-committee of the Trustees which advises the Boards, Executive Director of Kildare Ministries and the Executive Officer of Kildare Education Ministries.</p> <p>1.3 The day-to-day implementation and management of the Policy is the responsibility of the Principals/Manager of each ministry with the advice and support of the Executive Director of Kildare Ministries and the Executive Officer of Kildare Education Ministries.</p>

2. Empowering children

2.1 Kildare Ministries encourages a safe, inclusive and supportive environment for children that involves and communicates with children and their parent/carers where relevant.

2.2 We ensure that our ministries encourage child and parent/carer involvement, where relevant, and take steps to ensure they understand their rights and responsibilities.

3. Equity and diversity

3.1 Kildare Ministries recognises that children of different cultural backgrounds or those with disabilities may require additional care and support.

3.2 Kildare Ministries assures that each of our ministries has strategies in place to allow for the diverse needs of these children and young people to be taken into account.

4. Recruitment and selection practices

4.1 Kildare Ministries applies best practice standards in the recruitment and screening of staff where they may be required to work directly or indirectly with children, ensuring that it engages the most suitable and appropriate people.

4.2 All staff, contractors and volunteers of Kildare Ministries have a valid Working with Children Check, a National Criminal History Records Check and any other requirements as per State Legislation.

5. Reporting

5.1 Anyone with concerns about a child's safety that involves an employee, contractor or volunteer of Kildare Ministries should report to the Principal or Manager of Community Works for action.

5.2 All States and Territories make it mandatory for employees and /or heads of institutions to report abuse and reasonable suspicion of abuse of children and young persons (refer to justification table).

5.3 In the event of a child or young person disclosing an incident of abuse to someone they trust; it must be dealt with sensitively and professionally.

6. Education and training

6.1 All Kildare Ministries Trustees, Board Directors, staff and volunteers receive an appropriate induction, during which

	<p>they are made aware of their child safe responsibilities including reporting obligations.</p> <p>6.2 Trustees, Board Directors, staff and volunteers are required to understand their roles, responsibilities and behaviour expected in promoting child safety and will comply with the Kildare Ministries Code of Conduct (to be finalised)</p> <p>7. Prevention</p> <p>7.1 Kildare Ministries adopts a risk management approach to identify, assess and control risk of harm to children.</p> <p>7.2 Procedures that are described in this and related documents propose ways to control and/or remove, as much as can be reasonably foreseen, the likelihood of children being abused by those in positions of trust.</p> <p>8. Review</p> <p>8.1 A regular audit of the implementation of this Policy by Kildare Ministries is undertaken by the relevant committee and/or a person or organisation duly appointed to do so.</p> <p>8.2 All policies and procedures are reviewed at least once every three years and revised where necessary.</p>
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Who to contact	Kildare Ministries	
	Ms Erica Pegorer	Executive Director of Kildare Ministries 54 Beaconsfield Parade, Albert Park, Vic 3206 pH: 03 9682 2973
	Mr Jeffrey Burn	Executive Officer of Kildare Education Ministries 54 Beaconsfield Parade, Albert Park, Vic 3206 pH: 03 9682 2973
	Chairs of our Boards	
	Louise Cleary csb	Kildare Education Ministries
	Ms Lisa Dwyer	Star of the Sea College - Brighton
	Ms Kitty Guerin	Brigidine College – St Ives
	Ms Robyn Killoran	Brigidine College - Indooroopilly
	Mrs Phillip Steele	Presentation Family Centre
	Ms Janet Cribbes	Wellsprings for Women
	Ms Julie Francis	Brigidine Asylum Seekers' Project
	Principals of our Schools	
	Mr Brendan Cahill	Brigidine College – Indooroopilly
	Ms Laetitia Richmond	Brigidine College – St Ives
	Ms Luci Quin	Clonard College - Geelong
	Ms Nicole Mangelsdorf	Kilbreda College - Mentone
	Ms Tina Neate	Kildare College – Holden Hill
	Ms Sally Buick	Killester College - Springvale
	Ms Carmel Barker	Marian College - Ararat
	Mr Ray Pisani	Marian College – Sunshine West
	Ms Mary O'Connor	Star of the Sea College - Brighton
	Mr Michael Delaney	St Joseph's College - Echuca
	Manager/CEOs of our Community Works	
	Ms Dalal Smiley	Wellsprings for Women
	Ms Lisa Gray	Presentation Family Centre
	Brigid Arthur csb	Brigidine Asylum Seekers' Project
	Libby Saunders	Brigidine Asylum Seekers' Project

Commitment to the Safety of Children and Vulnerable People

Kildare Ministries is committed to providing an environment that is caring, nurturing and safe for children and vulnerable people across our organisation.

Our schools and community works facilitate diverse learning programs both formal and informal for children, young people and vulnerable adults. We take seriously our responsibility to provide an environment that is caring, nurturing and safe.

Kildare Ministries is committed to safeguarding the children, young people and vulnerable adults from violence in all its forms, including emotional, physical, sexual abuse as well as abuse through misuse of digital technology.

This commitment is approved and endorsed by the Trustees for Kildare Ministries.

As part of this commitment, Kildare Ministries has introduced Child Safe Principles. These Principles, which complement our Code of Conduct, are designed to:

- Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
- Place emphasis on genuine engagement with and valuing of children;
- Create conditions that reduce the likelihood of harm to children and young people;
- Create conditions that increase the likelihood of identifying any harm and
- Provide a framework for responding to any concerns, disclosures, allegations or suspicions of harm.

