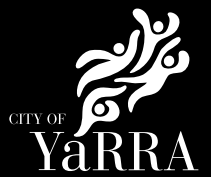


Safeguarding Children and Young People Framework

Working together to build a child safe Yarra



Yarra City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Owners and true sovereigns of the land now known as Yarra. We also acknowledge the significant contributions made by other Aboriginal and Torres Strait Islander people to life in Yarra. We pay our respects to Elders from all nations and to their Elders past, present and future.

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REF 20053

Welcome to the Safeguarding Children and Young People Framework

The Safeguarding Children and Young People Framework (the Framework) is Yarra City Council's key strategic document for safeguarding children and young people in our community. It sets out our priorities and direction to cultivate a culture of child safety at Yarra; and protect children and young people in the Yarra community from abuse and harm.

The Framework builds on the many successes Yarra has already achieved since commencing its child safe journey in 2018 and responds directly to recommendations from an independent review of the previous Child Safe Plan, consultation sessions conducted in late 2021, and the updated Guide for Creating a Child Safe Organisation (Commission for Children and Young People, 2022).

It has been designed to ensure Council continues to effectively navigate the complex legislative landscape under which it operates; and to ensure we meet our various child safety and wellbeing responsibilities, including organisational readiness for additional obligations under the new Victorian Child Safe Standards (the Standards) which come into effect 01 July 2022.



Child safety is more than a framework and set of actions.

Protecting children and young people from abuse and harm is a shared responsibility. Regardless of the size of an organisation, or how its people interact with children and young people, every member of every organisation has a role to play in keeping children and young people safe.

Maintaining a child safe culture requires ongoing effort and continuous improvement.

Children and young people in Australia have the right to grow up safe, connected and supported in their family, community, and culture. They have the right to grow up in an environment that enables them to reach their full potential.

Addressing our operations is only the first step in being a child safe organisation. People leaders need to demonstrate and champion our child safe approaches; all staff must be aware of our policies, procedures and standards of practice and abide by them; and we must empower children, young people, their families, as well as our staff and other adults to report their child safety concerns.

Child safety goes beyond the initiatives set out in the Framework. In fact, the successful delivery of the Framework is greatly dependent on the culture of our organisation. An organisational culture that prioritises the safety and wellbeing of children and young people requires genuine commitment at all levels of the organisation – without this, we cannot achieve our vision for a child safe Yarra.

Child safe cultures are a critical protective factor – without a child safe culture, organisations are at a greater risk of child safe incidents occurring and being underreported as children, young people and adults may not feel confident in identifying or raising their child safety concerns.

Message from the General Manager

At Yarra City Council we believe that every child and young person has the right to be safe and feel safe. To achieve our vision for a child safe Yarra, we recognise that we must all work together to ensure our children and young people are safe, happy and thrive.

We know that a child safe culture does not just happen. It requires the whole organisation to systematically adopt strategies to promote child wellbeing and prevent harm to children and young people, and purposely embed these practices into our everyday thinking and actions.

To keep children and young people safe from harm it is vital that we continue to prioritise child safety and foster a culture where all children, young people, families, and employees feel empowered and confident to speak up and raise their concerns.

We are proud of Yarra's commitment to child safety and the many structural and cultural changes we have already achieved since the first iteration of the Victorian Child Safe Standards were introduced in 2017. Through the development of this Framework, which is a continuation of the work carried out under the previous Plan, we aim to drive further innovation and cultural change both within the organisation and the Yarra community.

In my role as General Manager Corporate Services and Transformation, I am pleased to be the Executive Sponsor of our Safeguarding Children and Young People Framework and am dedicated to championing child safety at all levels of the organisation over the next four years.



A handwritten signature in black ink that reads "J Scicluna".

Jenny Scicluna
General Manager Corporate Services
and Transformation
City of Yarra



Statement of Commitment to Child Safety

We are committed to being a child safe organisation and have a zero tolerance to child abuse. We support and value all children and are committed to promoting and prioritising child safety throughout the City of Yarra.

We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place in order to meet this commitment.

We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring children have a voice, their views are listened to and respected, and they are given opportunities to contribute to how we plan and deliver our services.



Our Organisational Values



Accountability.

WHY:

Trust builds relationships, if we are trusted we succeed.

HOW:

We own what we do and expect others to do it as well.

Respect.

WHY:

When people feel valued, they make a difference.

HOW:

We include all, diversity is our strength.

Courage.

WHY:

Choosing to do good, matters.

HOW:

We are intentional in our actions and seek the brave path.

Our Safeguarding Vision

Our vision is for a child safe Yarra where all children and young people are safe, happy and thrive.

Our Safeguarding Approach

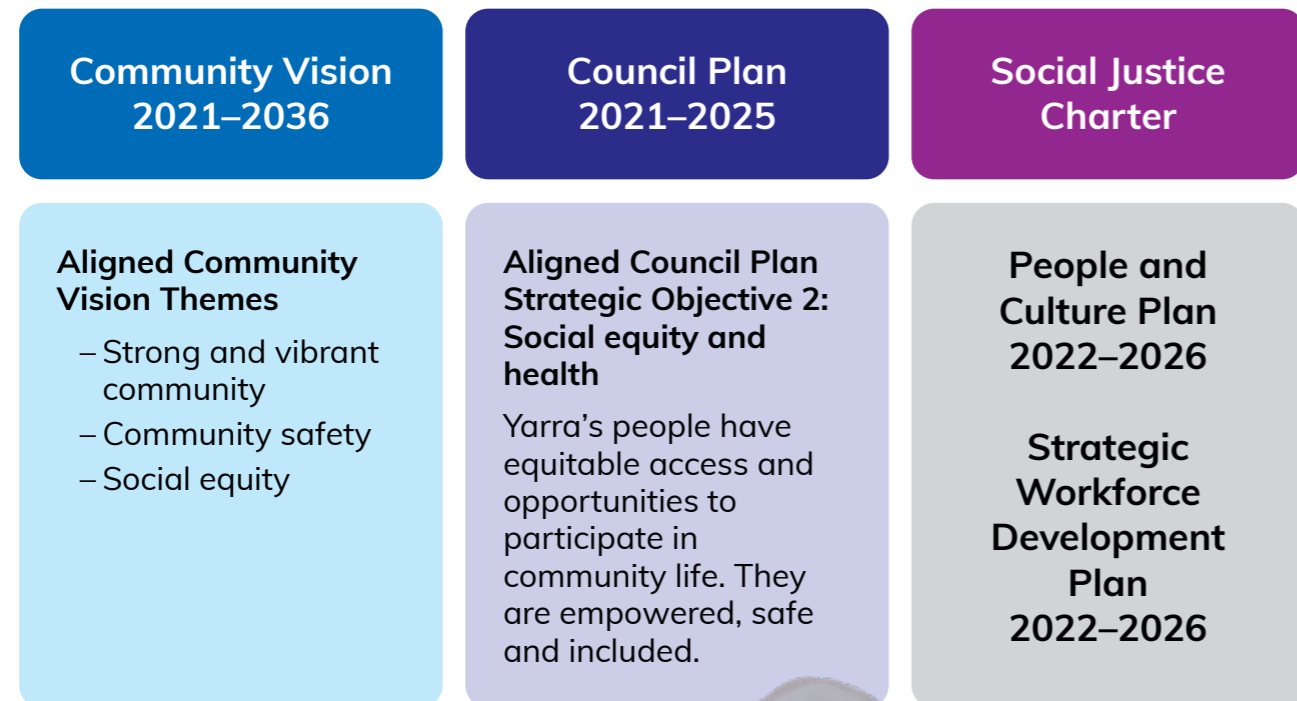
To achieve our Safeguarding Vision, we have developed a Safeguarding Approach. This provides a clear model on how to embed child safety into our systems, practices and decision-making.



Environment	Culture	Performance	Operations
Physical Safety	Leadership	Planning	People
Online (eSafety)	Governance	Implementation	Policies
Cultural Safety	Advocacy & Engagement	Monitoring	Procedures
Children, Young People & Families	Communications	Evaluation	Practices
Communities	Empowerment	Risk Management	Partnerships
Diversity, Equity, Inclusion & Belonging	Values & Behaviours	Auditing	Complaints
	Education, Training & Capacity Building	Reporting	
		Continuous Improvement	

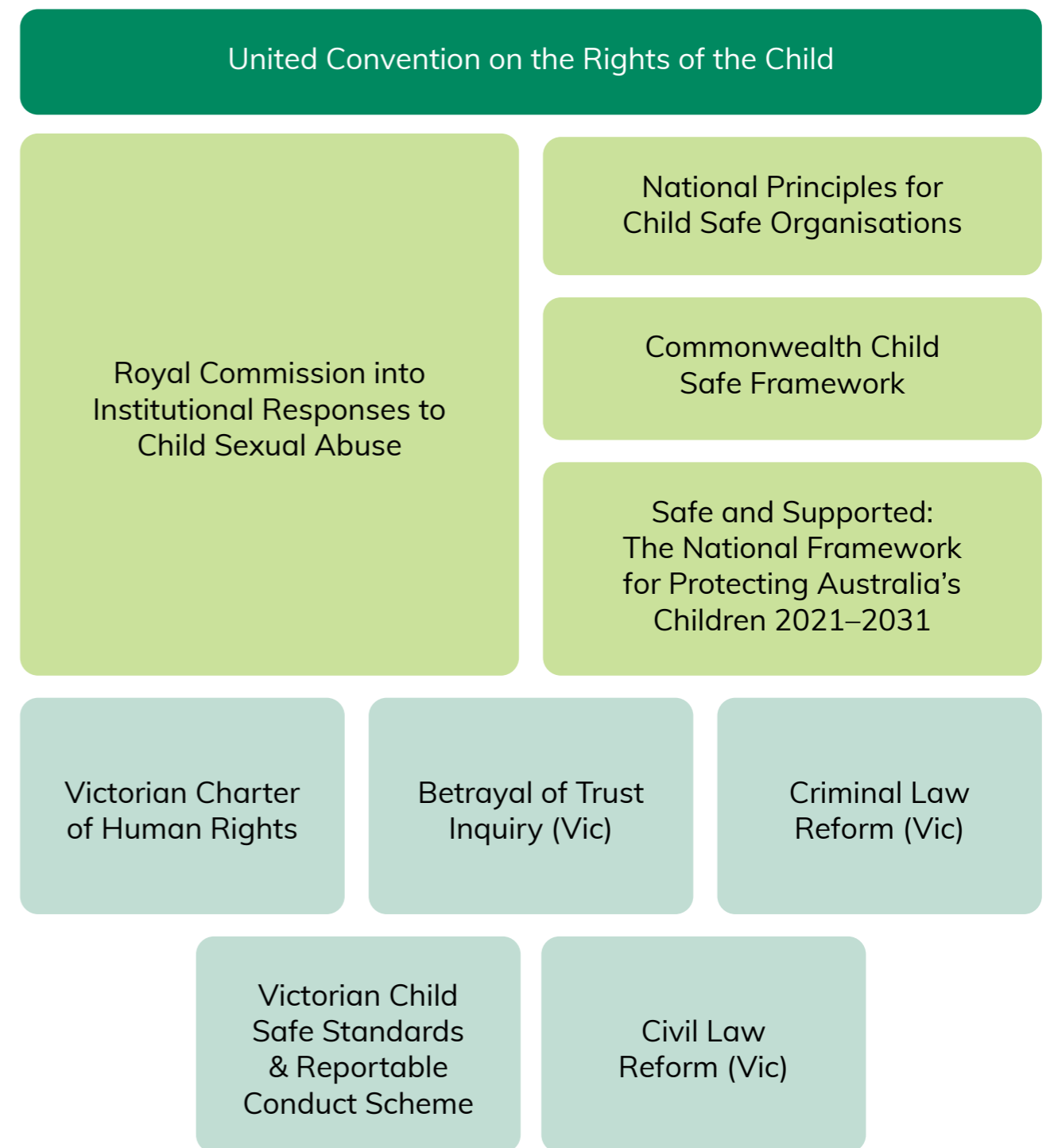
Council Context

The Safeguarding Children and Young People Framework aligns with various Council Plans and Strategies.



Legislative Context

The Framework derives from a complex legislative landscape across all levels of government. See Appendix A for further information about the key parliamentary inquiries and subsequent policy reform that informs our safeguarding approach.



What Children at Yarra Have Told Us

Yarra upholds the right of children and young people to express their views and participate in decisions that affect their lives.

To inform the development of this Framework and first 2-year action plan, a series of consultation sessions were conducted in November 2019 to explore what children need from adults to be safe and feel safe in the services, programs and events delivered by, and spaces owned or managed by Council. A thematic analysis of their feedback was undertaken, and children at Yarra told us that adults must:

Ensure children's basic needs are met.
Listen to what children like and want to do.

Teach children, help them to learn new things, and assist them with hard tasks and challenges.
Support children and respond to their individual needs.

Use their power to support, protect and empower children, rather than to exploit or harm them.

Provide opportunities for children to develop and cultivate friendships.
Recognise what children are going through and put themselves in their shoes.

Be kind, fair and respectful towards children.

Care for and protect children.
Do fun things and spend quality time with children.

What are children's rights?

The Convention on the Rights of the Child (CROC) is the most widely ratified human rights treaty in the world. Australia ratified the CROC in December 1990, which means that we have a duty to ensure that all children in Australia enjoy the rights set out in the treaty.

Some of the guiding principles in the CROC are:

- respect for the best interests of the child as a primary consideration
- the right to survival and development
- the right of all children to express their views freely on all matters affecting them
- the right of all children to enjoy all the rights of the CROC without discrimination of any kind
- the right to special protection because of their vulnerability to exploitation and abuse.

While most children and young people in Australia grow up in a safe, healthy, and positive environment, some vulnerable groups of children and young people continue to lack adequate human rights protections and are at greater risk of experiencing abuse or harm.



How to Read this Framework

The Framework comprises five Strategic Objectives that set the strategic direction for the next four years. Derived from the National Principles, the Strategic Objectives are the key focus areas where Council will concentrate its efforts in working towards the Vision.

Each Strategic Objective contains its own set of Strategies and Initiatives. To ensure we meet our legislative obligations, the Strategies have been aligned to the relevant Victorian Child Safe Standard (the expected outcome we must achieve) and the Initiatives align to the corresponding minimum requirements (the documents and actions we must produce to comply with the Standard) as per the Commission for Children and Young People (CCYP) [Guide for Creating a Child Safe Organisation](#) (refer to Appendix B for full description of the CCYP minimum requirements).

The eleven Child Safe Standards may be linked and work in combination to achieve different aspects of the same broader Strategic Objective, and as such the same Strategy may appear under multiple Strategic Objectives, however the Initiatives under the Strategy will differ as they are more targeted.

The initiatives will be delivered through the development and implementation of 2-year action plans. These will be published as separate Operational Supplements.



Strategic Objective 1

Creates an environment where the safety and wellbeing of children and young people is centred

Strategy 1.1

Establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued (S1)

Strategy 1.2

Child safety and wellbeing is embedded in organisational leadership, governance, and culture (S2)

Strategy 1.3

Equity is upheld and diverse needs respected in policy and practice (S5)

Strategy 1.4

People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice (S6)

Strategy 1.5

Processes for complaints and concerns are child focused (S7)

Strategy 1.6

Implementation of the Child Safe Standards is regularly reviewed and improved (S10)

Strategic Objective 2

Places emphasis on genuine engagement with children and young people

Strategy 2.1

Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously (S3)

Strategy 2.2

Families and communities* are informed and involved in promoting child safety and wellbeing (S4)

Strategy 2.3

Policies and procedures document how the organisation is safe for children and young people (S11)

Strategic Objective 3

Creates conditions that reduce the likelihood of harm to children and young people

Strategy 3.1 – Linked to 1.4

People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice (S6)

Strategy 3.2 – Linked to 2.3

Policies and procedures document how the organisation is safe for children and young people (S11)

Strategic Objective 4

Creates conditions that increase the likelihood of identifying abuse and harm

Strategy 4.1

Staff and volunteers are equipped with the knowledge, skills, and awareness to keep children and young people safe through ongoing education and training (S8)

Strategy 4.2 – Linked to 2.3 & 3.2

Policies and procedures document how the organisation is safe for children and young people (S11)

Strategic Objective 5

Responds to any concerns, disclosures, allegations, or suspicions appropriately

Strategy 5.1 – Linked to 1.2

Child safety and wellbeing is embedded in organisational leadership, governance, and culture (S2)

Strategy 5.2 – Linked to 2.1

Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously (S3)

Strategy 5.3 – Linked to 2.3

Families and communities* are informed and involved in promoting child safety and wellbeing (S4)

Strategy 5.4 – Linked to 1.5

Processes for complaints and concerns are child focused (S7)

*For the purposes of this document, the term communities is defined as people who access our services or who we do business with.



Further Actions

Further consultations and a new 2-year action plan will be developed when the first action plan expires. Actions responding to the five key priority areas outlined in the Framework will be reviewed regularly. This will enable Council to be responsive to the changing needs and expectations of the organisation and community, and to the ever-evolving legislative obligations under which we operate.

Review and Reporting

Building a child safe organisation is not assessed via a checklist or seen as a one-off task, but is a dynamic and ongoing process of learning, monitoring, and reviewing. This includes:

- Scanning for changing laws and regulation
- Creating transparency in our operations
- Monitoring and ensuring our people follow procedures
- Conducting regular internal reviews and audits
- Using what we learn to inform continuous improvement

A range of internal review and reporting mechanisms already exist; however, we will continue to review and strengthen these throughout the life of the Framework.

What	Who	When
Child Safe Annual Data Report	Executive	Annually
Child Safe Scorecard	Executive	Quarterly
Action Plan Review Report	Executive	Every 2 years
Internal Audit Progress Reports	Audit & Risk Committee	Quarterly
Risk Management Progress Reports	Audit & Risk Committee	Quarterly
Annual Plan Milestone Updates (Council Plan)	Council	Quarterly
Annual Report (Council Plan)	Council	Annually
Operational Supplement: Health & Wellbeing Actions	Council	Annually
Council Reports and Councillor Memos	Council	As required

A review of this Framework is subject to legislative changes and any significant internal policy, process or practice changes.

Legislative Framework

Charter of Human Rights and Responsibilities 2006 (Vic.)

Children's Services Act 1996 (Vic.)

Children Youth and Families Act 2005 (Vic.)

Child Wellbeing and Safety Act 2005 (Vic.)

Crimes Act 1958 (Vic.)

Family Violence Protection Act 2008 (Vic.)

Health Record Act 2001 (Vic.)

Information Privacy Act 2000 (Vic.)

Privacy and Data Protection Act 2014 (Vic.)

Worker Screening Act 2020 (Vic.)

Wrongs Act 1958 (Vic.)

Version History

Version	Change	Approved By	Approval Date
1	New document.	Executive	Dec 2021
2	Document changed from plan to framework.	Executive	May 2024



Appendix A: Relevant Legislation

International

The United Convention on the Rights of the Child

The [United Convention on the Rights of the Child \(CROC\)](#) outlines the civil, political, economic, social, health and cultural rights of children and young people. Australia is a signatory to the CROC. Article 19 of the CROC recognises that all appropriate measures must be taken to protect children from all forms of physical and/or mental harm. The CROC underpins this framework.

Commonwealth

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission)

In 2013, the Australian Government appointed a [Royal Commission](#) to inquire into institutional responses to child sexual abuse (the Royal Commission). Over the course of its five-year inquiry, the Royal Commission considered a range of related matters, including what institutions and governments should do to better protect children and young people against child sexual abuse in institutional contexts in the future. The [Final Report](#) (made up of a preface and executive summary and 17 volumes) brings together what the Royal Commission learned during the inquiry and sets out 409 recommendations to better prevent and respond to child sexual abuse in institutions.

National Principles for Child Safe Organisations (National Office for Child Safety)

Underpinned by a child-rights approach and based on the standards recommended by the Royal Commission, the [National Principles for Child Safe Organisations](#) (National Principles) are designed to build capacity and deliver child safety and wellbeing in organisations, families and communities and prevent future harm.

To allow flexibility in implementation and in recognition of the variety of organisational types, sizes and capacities, the National Principles outline, at a high level, the 10 elements that are fundamental for making an organisation safe for children and young people. The version of the child safe standards recommended by the Royal Commission has been used to develop a version that could apply to all kinds of child abuse, not just sexual abuse.

Commonwealth Child Safe Framework

The Australian Government's National Office for Child Safety has also introduced the [Commonwealth Child Safe Framework](#) (the Framework), a whole-of-government policy that sets minimum standards for creating and embedding a child safe culture and practice in Commonwealth entities.

To increase the reach of the Commonwealth's commitment to child safety, Commonwealth entities may impose, through written agreements, child safety requirements (consistent with the Framework) on any individuals or organisations they fund to provide services directly to children, or for activities that involve contact with children that is a usual part of, and

more than incidental to the funded activity. This includes, but is not limited to, funding arrangements such as grants and procurements.

Safe and Supported: The National Framework for Protecting Australia's Children 2021–2031

[Safe & Supported: The National Framework for Protecting Australia's Children 2021–2031](#) (the National Framework) aims to ensure that children and young people in Australia have the right to grow up safe and supported in nurturing and culturally appropriate environments. The aim of the National Framework is to improve the lives of children, young people and families experiencing disadvantage or who are vulnerable to abuse and neglect; and to reduce the rate of child abuse and neglect and its intergenerational impacts through the implementation of two child-centred 5-year Action Plans.

It recognises that to achieve this aim, all Australians need to work together to keep children safe and to achieve the best outcomes for vulnerable children and those experiencing disadvantage. The National Framework also embeds the Priority Reforms of the National Agreement on Closing the Gap to transform how governments work to support improved outcomes for Aboriginal and Torres Strait Islander children, young people and families.

The National Framework priority groups include: children and families with multiple and complex needs; Aboriginal and Torres Strait Islander children and young people experiencing disadvantage or who are vulnerable; children and young people and/or parents/carers with disability experiencing disadvantage or who are vulnerable; children and young people who have experienced abuse and/or neglect, including children in

out-of-home care and young people leaving out-of-home care and transitioning to adulthood.

Victorian

Victorian Charter of Human Rights

The [Victorian Charter of Human Rights](#) (the Charter) outlines the basic rights, freedoms and responsibilities of all Victorians. Under the charter all government authorise must act consistently with the rights in the charter. This includes being safe from violence and abuse.

The Betrayal of Trust Inquiry

The Parliamentary Inquiry into the Handling of Child Abuse by Religious and Other Non-Government Organisations delivered the landmark [Betrayal of Trust Report](#) on 13 November 2013. It made 15 recommendations that have since been enacted by Victorian governments, or supported in principle, including: criminal law reform, measures to create child safe organisations, and civil law reforms to provide better access to justice for survivors of institutional child abuse.

Criminal Law Reform (Phase 1)

In 2014–2015, three new criminal offences were introduced to improve responses within organisations and the community to child sexual abuse. These offences apply exclusively to the sexual abuse of a child and impose a clear legal duty upon all Victorian adults to protect children from such abuse and to report their concerns to police.

These offences apply to the sexual abuse of children aged under 16. They do not extend to the sexual abuse of children aged 16 or 17. The distinction between children aged below 16 and those aged 16 or 17 reflects the 'general' age of consent (16 years) recognised by criminal law in relation to sexual offences. These offences do not relate to other forms of abuse, harm or neglect which are reported under existing mandatory reporting laws, and the Victorian Reportable Conduct Scheme.

The *'failure to disclose' offence* requires that any adult (aged 18 and over) who forms a reasonable belief that another adult has sexually offended against a child under the age of 16 in Victoria must report that information to the police as soon as possible.

The *'failure to protect' offence* applies where there is a substantial risk that a child under the care, supervision or authority of the organisation will become a victim of a sexual offence by an adult associated with that organisation. A person in a position of authority in the organisation will commit the offence if they know of the risk of abuse and have the power or responsibility to remove that risk, but negligently fail to do so.

The *'grooming' offence* targets predatory conduct by an adult to prepare a child under 16 years of age for later sexual activity. The offence applies where an adult communicates, by words or conduct, with a child, or with a person who has care, supervision, or authority for the child, with the intention of facilitating a child's involvement in sexual conduct, either with the groomer or another adult.



Creating Child Safe Organisations (Phase 2)

Victorian Child Safe Standards

The Victorian Child Safe Standards (the Standards) aim to create and maintain child safe environments. Effective 1 July 2022, eleven new Standards will replace Victoria's current seven standards and three overarching principles. These changes bring the Victorian Scheme into closer alignment with the National Principles for Child Safe Organisations which were developed at a later stage and endorsed by the Council of Australian Governments (COAG) on 19 February 2019. In addition to providing greater national consistency, the new Standards provide greater clarity for organisations on actions required to meet minimum compliance requirements.

Yarra is required to implement and comply with the following eleven (11) Standards:

Standard 1	Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued
Standard 2	Child safety and wellbeing is embedded in organisational leadership, governance, and culture
Standard 3	Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
Standard 4	Families and communities are informed, and involved in promoting child safety and wellbeing
Standard 5	Equity is upheld and diverse needs respected in policy and practice
Standard 6	People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
Standard 7	Processes for complaints and concerns are child focused
Standard 8	Staff and volunteers are equipped with the knowledge, skills, and awareness to keep children and young people safe through ongoing education and training
Standard 9	Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed
Standard 10	Implementation of the Child Safe Standards is regularly reviewed and improved
Standard 11	Policies and procedures document how the organisation is safe for children and young people

The new Standards will require additional focus by organisations in the following areas:

- Involvement of families and communities in our efforts to keep children and young people safe
- Greater focus on cultural safety for Aboriginal children and young people
- Management of the risk of child abuse in online environments

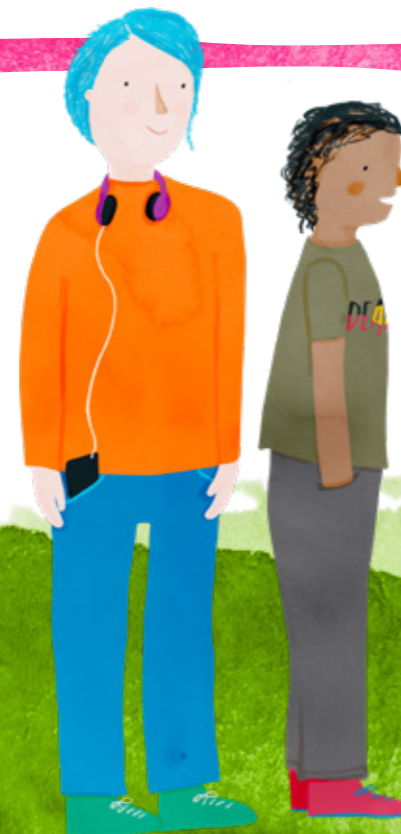
- Clarity on the governance, systems, and processes to keep children and young people safe
- Review and continuous improvement
- Complaint mechanisms that are easy for children and young people to access and use

Why did the Standards change?

Victoria has had mandatory Child Safe Standards since January 2016.

In 2019, the then Department of Health and Human Services (DHHS) undertook a review of the Victorian Standards to ensure they were as strong as possible and to consider how they could better align with the recommendations of the Royal Commission.

In 2020, the DHHS Review recommended several changes to better align the Standards with the National Principles for Child Safe Organisations and made additional recommendations to strengthen administration of the Standards which the Victorian Government has since adopted.



Victorian Reportable Conduct Scheme

The *Betrayal of Trust* report also recommended that all relevant Victorian Government and non-government organisations should report allegations of child-related misconduct to a central location. The Victorian Reportable Conduct Scheme came into effect in July 2017 and is also established by the *Child Wellbeing and Safety Act 2005*. The Scheme seeks to improve organisation's responses to allegations of certain types of employee misconduct involving children by their workers and volunteers.

It imposes new legal obligations on heads of organisations to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations can be brought to the attention of appropriate persons for investigation and response; and to ensure that the Commission for Children and Young People (the Commission) is notified and given updates on the organisation's response to an allegation. The Commission also has powers to appropriately share information with the Working with Children Check Unit, relevant regulators, and Victoria Police, to better prevent and protect children from abuse, which can trigger an assessment of whether that person is suitable to continue to work or volunteer with children.

Civil Law Reform (Phase 3)

The Victorian Government has implemented several civil legislative reforms based on the *Betrayal of Trust* and Royal Commission recommendations to improve access to justice for victims. These have come into effect over time and have contributed to an increase in the proceedings and applications related to damages for child abuse filed in the courts since 2015. The reforms include:

- *Limitation of Actions Amendment (Child Abuse) Act 2015*, which commenced on 1 July 2015. This legislation abolished the limitation period for damages in relation to child abuse claims, allowing victim survivors to sue organisations responsible for their child sexual abuse regardless of how long ago the abuse occurred. Limitation periods had previously presented one of the biggest barriers for victim survivors seeking to access compensation.
- *Legal Identity of Defendants (Organisational Child Abuse) Act 2018*, which commenced on 1 July 2018. This legislation closed an unfair legal loophole which prevented child abuse victim survivors from suing some organisations due to the organisation's legal status. It made it a requirement for organisations to nominate or appoint a legal entity to act as proper defendant in child abuse proceedings and to incur any relevant liability arising out of child abuse. In this way, child abuse cases can no longer be prevented from participating in court proceedings due to organisations failing to nominate proper defendants.

- Children Legislation Amendment Act 2019, which commenced on 18 September 2019. This legislation allows a court to set aside a prior judgment or settlement in respect of damages for child abuse if it is just and reasonable to do so.
- A new statutory duty of care established under the Wrongs Amendment (Organisational Child Abuse) Act 2017 (see Part XIII of Wrongs Act 1958) to ensure there is a clear legal duty placed on organisations to take reasonable steps to minimise the risk of child sexual abuse and some types of physical abuse, perpetrated by organisational representatives. Under this duty, organisations are required to take reasonable steps to prevent the abuse of a child perpetrated by an individual associated with the organisation while the child is under the care, supervision, or authority of the organisation. If child abuse occurs, the organisation is presumed to have breached the duty unless it proves it took 'reasonable precautions' to prevent the abuse.

Additionally, the Victorian Government was one of the first states to opt in to the National Redress Scheme for Institutional Child Sexual Abuse (Scheme) and has participated in it since it commenced on 1 July 2018. The Scheme is administered by the Commonwealth Government and will run until 30 June 2027 (10 years). It is governed by a framework for determining applicants' eligibility for redress and institutional responsibility. Applicants may receive access to counselling, a redress payment, and a direct personal response from the institution responsible for the abuse (for example, an apology).



Appendix B: CCYP Minimum Compliance Requirements

In complying with Child Safe Standard 1 an organisation must, at a minimum, ensure:

- 1.1 A child's ability to express their culture and enjoy their cultural rights is encouraged and actively supported.
- 1.2 Strategies are embedded within the organisation which equip all members to acknowledge and appreciate the strengths of Aboriginal culture and understand its importance to the wellbeing and safety of Aboriginal children and young people.
- 1.3 Measures are adopted by the organisation to ensure racism within the organisation is identified, confronted, and not tolerated. Any instances of racism are addressed with appropriate consequences.
- 1.4 The organisation actively supports and facilitates participation and inclusion within it by Aboriginal children, young people, and their families.
- 1.5 All of the organisation's policies, procedures, systems, and processes together create a culturally safe and inclusive environment and meet the needs of Aboriginal children, young people, and their families.

In complying with Child Safe Standard 2 an organisation must, at a minimum, ensure:

- 2.1 The organisation makes a public commitment to child safety.
- 2.2 A child safe culture is championed and modelled at all levels of the organisation from the top down and bottom up.
- 2.3 Governance arrangements facilitate implementation of the Child Safety and Wellbeing Policy at all levels.
- 2.4 A Code of Conduct provides guidelines for staff and volunteers on expected behavioural standards and responsibilities.
- 2.5 Risk management strategies focus on preventing, identifying, and mitigating risks to children and young people.
- 2.6 Staff and volunteers understand their obligations on information sharing and record keeping.

In complying with Child Safe Standard 3 an organisation must, at a minimum, ensure:

- 3.1 Children and young people are informed about all of their rights, including to safety, information, and participation.
- 3.2 The importance of friendships is recognised and support from peers is encouraged, to help children and young people feel safe and be less isolated.
- 3.3 Where relevant to the setting or context, children and young people are offered access to sexual abuse prevention programs and to relevant related information in an age-appropriate way.
- 3.4 Staff and volunteers are attuned to signs of harm and facilitate child-friendly ways for children and young people to express their views, participate in decision-making and raise their concerns.
- 3.5 Organisations have strategies in place to develop a culture that facilitates participation and is responsive to the input of children and young people.
- 3.6 Organisations provide opportunities for children and young people to participate and are responsive to their contributions, thereby strengthening confidence and engagement.

In complying with Child Safe Standard 4 an organisation must, at a minimum, ensure:

- 4.1 Families participate in decisions affecting their child.
- 4.2 The organisation engages and openly communicates with families and the community about its child safe approach and relevant information is accessible.
- 4.3 Families and communities have a say in the development and review of the organisation's policies and practices.
- 4.4 Families, carers, and the community are informed about the organisation's operations and governance.

In complying with Child Safe Standard 5 an organisation must, at a minimum, ensure:

- 5.1 The organisation, including staff and volunteers, understands children and young people's diverse circumstances, and provides support and responds to those who are vulnerable.
- 5.2 Children and young people have access to information, support and complaints processes in ways that are culturally safe, accessible, and easy to understand.
- 5.3 The organisation pays particular attention to the needs of children and young people with disability, children, and young people from culturally and linguistically diverse backgrounds, those who are unable to live at home, and lesbian, gay, bisexual, transgender and intersex children and young people.
- 5.4 The organisation pays particular attention to the needs of Aboriginal children and young people and provides/promotes a culturally safe environment for them.

In complying with Child Safe Standard 6 an organisation must, at a minimum, ensure:

- 6.1 Recruitment, including advertising, referee checks and staff and volunteer pre-employment screening, emphasise child safety and wellbeing.
- 6.2 Relevant staff and volunteers have current working with children checks or equivalent background checks.
- 6.3 All staff and volunteers receive an appropriate induction and are aware of their responsibilities to children and young people, including record keeping, information sharing and reporting obligations.
- 6.4 Ongoing supervision and people management is focused on child safety and wellbeing.

In complying with Child Safe Standard 7 an organisation must, at a minimum, ensure:

- 7.1 The organisation has an accessible, child-focused complaint handling policy which clearly outlines the roles and responsibilities of leadership, staff and volunteers, approaches to dealing with different types of complaints, breaches of relevant policies or the Code of Conduct and obligations to act and report.
- 7.2 Effective complaint handling processes are understood by children and young people, families, staff, and volunteers, and are culturally safe.
- 7.3 Complaints are taken seriously and responded to promptly and thoroughly.
- 7.4 The organisation has policies and procedures in place that address reporting of complaints and concerns to relevant authorities, whether or not the law requires reporting, and cooperates with law enforcement.
- 7.5 Reporting, privacy, and employment law obligations are met.

In complying with Child Safe Standard 8 an organisation must, at a minimum, ensure:

- 8.1 Staff and volunteers are trained and supported to effectively implement the organisation's Child Safety and Wellbeing Policy.
- 8.2 Staff and volunteers receive training and information to recognise indicators of child harm including harm caused by other children and young people.
- 8.3 Staff and volunteers receive training and information to respond effectively to issues of child safety and wellbeing and support colleagues who disclose harm.
- 8.4 Staff and volunteers receive training and information on how to build culturally safe environments for children and young people.

In complying with Child Safe Standard 9 an organisation must, at a minimum, ensure:

- 9.1 Staff and volunteers identify and mitigate risks in the online and physical environments without compromising a child's right to privacy, access to information, social connections and learning opportunities.
- 9.2 The online environment is used in accordance with the organisation's Code of Conduct and Child Safety and Wellbeing Policy and practices.
- 9.3 Risk management plans consider risks posed by organisational setting, activities, and the physical environment.
- 9.4 Organisations that contract facilities and services from third parties have procurement policies that ensure the safety of children and young people.

In complying with Child Safe Standard 10 an organisation must, at a minimum, ensure:

- 10.1 The organisation regularly reviews, evaluates, and improves child safe practices.
- 10.2 Complaints, concerns, and safety incidents are analysed to identify causes and systemic failures to inform continuous improvement.
- 10.3 The organisation reports on the findings of relevant reviews to staff and volunteers, community and families, and children and young people.

In complying with Child Safe Standard 11 an organisation must, at a minimum, ensure:

- 11.1 Policies and procedures address all Child Safe Standards.
- 11.2 Policies and procedures are documented and easy to understand.
- 11.3 Best practice models and stakeholder consultation informs the development of policies and procedures.
- 11.4 Leader's champion and model compliance with policies and procedures.
- 11.5 Staff and volunteers understand and implement policies and procedures.



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