



St Michael's Collegiate

Information for Parents and Carers about Safeguarding Students and Children

Reference	Date approved	Date Last amended	Date of next review	Status
ACF 5.1	14 August 2018	December 2021	December 2023	Approved by: Principal

Our Commitment

At St Michael's Collegiate School (Collegiate or School) we consider the health, safety and wellbeing of all students and children to be our highest priority. We strive to ensure the safety and wellbeing of students and children through our Safeguarding Students and Children Policy.

Our Safeguarding Students and Children Policy has been adopted by the Board of Collegiate. It underpins a set of policies and procedures in relation to the protection of students and children which guide:

- the screening and recruitment of our people
- the behaviour of our people towards students and children
- the induction and training of our people about safeguarding students and children
- our open and effective communication with students and children and their parents / carers
- our responses to the abuse and neglect of students and children if it occurs and
- our maintenance of a safeguarding culture in the organisation.

Our people are required to:

- undergo an extensive screening process including a National Criminal Records Check NPC (for certain positions) and/or a Working with Vulnerable People Registration; and
- behave professionally and with care towards student and children including not acting outside the boundaries of their duties or using their position with the organisation to solicit work with or initiate contact with students and children who are part of our School or early learning community; and
- understand the important responsibility they have to protect students and children from all forms of abuse, bullying and exploitation either by our people or that occurs outside the scope of our operations and services; and
- create and maintain a child safe culture.

The full Safeguarding Students and Children Policy is available on our website.

Collegiate is dedicated to protecting the students and children in our community and have undertaken training and policy development with the Australian Childhood Foundation Safeguarding Students and Children Program ([here](#)).

Responding to Child Abuse Reports and Allegations

We consider any form of child abuse including emotional, physical and sexual abuse, family violence, grooming or neglect as intolerable under any circumstances.

We have a legal, moral and mission driven responsibility to protect students and children from harm and to ensure that any incident of suspected child abuse is promptly and appropriately dealt with. Our people are required to report suspected child abuse to their direct supervisor / manager and *Strong Families Safe Kids* Advice and Referral Line or the Tasmanian Police,

as per our Mandatory Reporting policy. Collegiate will co-operate with the child protection authorities and police and other agencies as required by law.

Collegiate Safeguarding Practices & Behaviour Guidelines

Our people and volunteers are required to maintain the highest standards of professional conduct towards students and children, as per our Code of Conduct policy. We have developed Safeguarding Practices and Behaviour Guidelines to identify and prevent behaviour that may be harmful to the students and children in our care.

The document covers:

Adhering to professional role boundaries

Supporting a positive culture

Student Supervision

Physical contact

Sexual Misconduct

Use of electronic communication / social networking sites

Photographs

Transport

Overnight stays and sleeping arrangements

Change room arrangements

Use, possession or supply of alcohol or drugs

Uniform or identity card

The complete Guidelines are available on our website.