 <p>The Flinders Ranges Council</p>	<p style="text-align: center;"><b>GOVERNANCE POLICY</b></p> <p style="text-align: center;"><b>CHILD SAFE AND VULNERABLE PERSONS POLICY</b></p>	<p>Policy Number Version Number Issued Last Review Next Review GDS</p>	<p>G1.59 1 October 2023  October 2028 9.63.1.1</p>
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## **CHILD SAFE AND VULNERABLE PERSONS POLICY**

### **1. POLICY OBJECTIVES**

The Flinders Ranges Council (Council) is committed to promoting and protecting the safety and well-being of all children and vulnerable people and recognises the importance of establishing and maintaining a safety environment where children and vulnerable people are valued.

This policy outlines Council's commitment to providing a consistent standard of best practice in providing a child safe environment for all employees, contractors, volunteers and the community which we work in and with and in particular to show our commitment to the safety of children and young people.

### **2. SCOPE**

This policy will be applied in conjunction with the *Children and Young People (Safety) Act 2017*, (YP Act) *Child Safety (Prohibited Persons) Act 2016* and the National Principles for Child Safe Organisations.

### **3. POLICY STATEMENT**

Council is committed to providing a safe environment for all children and young people with this policy aimed at ensuring that all employees, contractors and volunteers are trained, equipped and compliant to work with children and young people.

Council commits to:

- Encouraging the reporting of any incident of hard, risk of harm or discriminatory behaviour towards your and/or vulnerable persons to the relevant authority;
- Maintaining a rigorous employee and volunteer requirement process;
- Ensuring that contractors, sub-contractors and agents who will be working in a prescribed position have the relevant history assessment before they are engaged to work for Council;
- Implementing an ongoing training and support program for Elected Members, employees, volunteers and all those involved in the delivery of services and programs;
- Establishing supporting and responsive procedures for fulfilling mandatory reporting obligations and dealing with complains and issues effectively as they arise;
- Operating in a spirit of cooperation and consultation with other relevant agencies in matters concerning protection of children, young and vulnerable persons from harm;
- Developing, monitoring, evaluating and reviewing risk management strategies to minimise harm to children, young and vulnerable persons; and
- Establishing and maintaining local procedures and developing additional strategies to minimise and control risks that directly impact on the delivery of specific programs and services for children, your and/or vulnerable persons.

### **4. PROCESS**


#### **4.1 Safeguarding culture**

Council will ensure the fundamental rights of children and vulnerable people are respected and safeguarded. This will be achieved through establishing and promoting an organisational wide commitment to maintaining a safe environment where a safeguarding culture is embraced and embedded in appropriate principles, behaviours and activities that are safe for all children and vulnerable people.

#### **4.2 Recruitment Practices**

This policy shall be read in conjunction with Policy G1.58 Employee Recruitment.

Council will seek to ensure that all staff working with children and vulnerable persons undertake the required screening and mandatory training processes required.

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#### 4.3 Identifying, reporting and responding to a risk situation

This policy shall be read in conjunction with Policy G1.1 Safe Environment.

Council will support mandated notifiers to meet their statutory obligations to report any reasonable suspicion that a child or young person is at risk of harm as required under Section 30 of the *YP Act*.

Council ensures that all workers:

- Are able to identify, report and respond to children and vulnerable people at risk of harm and
- Understand their obligations to notify the Child Abuse Report Line (CARL) on 13 14 78 immediately if they have a suspicion that a child or young person may be at risk.

Support may be required to the child or vulnerable person when a notification is made and Council and mandated notifiers will assist to identify appropriate services for the child, vulnerable person and/or their family.

Workers who suspect that a vulnerable adult is at risk of, or is being, abused can call:

- South Australian Abuse Prevention Phone Line on 1800 372 310 or make a report to the [Adult Safeguarding Unit Website](#)

Council ensures that support is also available to employees when making notifications via the Council Employee Assistance Program (refer Policy 1.48 Employee Assistance Program).

#### 4.4 Strategies to minimise risk

Council will seek to identify and assess all potential and actual sources of harm and take reasonable steps to minimise the risk to children and vulnerable person how access our services, amenities or venues. Risk assessment tools will be used to determine if a child or vulnerable person is at risk.

The following policies will assist in managing risk:

- G1.6 Code of Conduct for Council Employees
- G1.15 Records Management
- G1.22 Risk Management
- G1.32 Code of Conduct for Volunteers

#### 4.5 Training


Staff who work with children and vulnerable persons are provided with supervision, support and training to assist in ensuring they can maintain a safe environment and are able to identify and respond to suspicions of abuse or neglect.

#### 4.6 Communication and respect

Council respects and values the views of children and vulnerable persons that access our services. We listen and act upon concerns that children and vulnerable persons or their families raise with us.

Council works to ensure children and vulnerable persons know their rights and how to access information.

Council will work in partnership with government, other organisations and people who access our service to promote and protect the safety and well-being of children and vulnerable persons.

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#### 4.7 Privacy

Maintaining the privacy of children and vulnerable person who access our services is paramount in ensuring their safety and wellbeing. All personal information recorded will be kept confidential unless there is a risk to someone's safety. All records are stored in accordance with Policy G1.15 Records Management.

### 5. RESPONSIBILITIES

The Director of Finance and Administration is responsible for this policy.

### 6. LEGISLATION

[Children and Young People \(Safety\) Act 2017](#)  
[Child Safety \(Prohibited Persons\) Act 2016](#)  
[National Principles for Child Safe Organisations](#)

### 7. REVIEW AND ADOPTION

To be reviewed within 12 months after a General Election, in line with legislation and any legislative changes or by resolution of Council.

Adopted by Council 17 October 2023  
Resolution 283/2023

Review Date	Version Number	Change	Resolution
	1	New Policy	283/2023