LOBETHAL LUTHERAN SCHOOL

CHILD PROTECTION POLICY
(to be read in conjunction with the LSA Policy)

Lobethal Lutheran School has a responsibility, and is committed, to provide a safe environment for all students, focusing on their care and protection, thus creating a positive learning environment for all. In doing so we are mindful of the important aspect of preventative and educative strategies rather than just dealing with abuse or harm after the event.

Responsibilities:
- Treat students and all members of the school community with respect and dignity, ensuring staff behaviour and care towards students reflects proper and professional standards of care
- Protect young people in our care from risk, injury and harm
- Staff to be aware of various situations that would seemingly put children/staff at risk eg working alone with children, working behind closed doors with children individually etc
- Inform and reinforce to students that they have a right to be protected from harm
- Ensure all staff are regularly made aware of their professional and legal responsibilities to report suspected abuse
- Ensure all families are aware of the ‘A Safe Place for All’ policy of the Lutheran Church of Australia and its provision to report abuse within the LCA (including its schools) – toll free number of 1800 644 628
- Receive and investigate all allegations of inappropriate behaviour with advice and assistance from key government departments and/or the LSA, together with taking appropriate action where necessary
- Work collaboratively with various agencies (Government and Church) who have vital roles in child protection
- Ensure all parties concerned are cared for with appropriate provision of counselling

Mandatory Notification:
All staff of Lobethal Lutheran School are mandated notifiers under the Child Protection Act 1993. Such a report/notification is to be made via the Child Abuse Report Line (CARL 13 14 78). Under this provision staff are required to complete the appropriate Mandatory Notification training course so that they are familiar with the responsibilities, roles and reporting process that this entails. Provision of this training is done through outside agencies and the school will ensure that all staff are
given regular opportunities to complete initial as well as refresher training in this (preferably every three years).

In summary this process involves:

- Staff becoming aware of or being disclosed to, possible abuse, leading to suspicion on reasonable grounds
- Reporting of such suspicions, or discussion and gaining advice, to Families SA (formerly CYFS) on the Child Abuse Report Line (CARL) 13 14 78
- Ensure documentation is kept of details required/provided to Families SA (see Details Required Checklist Appendix 1)
- Remain a support for the student if required during an investigation
- Maintain confidentiality of issues before, during and after such incidents
Appendix 1
Details Required Checklist

If making a report the following details will be valuable.

Identification Details:
- full name
- date of birth/age
- current address/phone number
- current school
- ATSI? Non-English speaking background?
- Alleged perpetrator’s name, age, address, relationship to child, current whereabouts
- Current whereabouts of child/ren concerned
- When next contact with alleged perpetrator will occur

Notifier Details:
- full name, job title
- relationship to child/ren of concern
- type of contact with the family, frequency etc

Details of Concerns:
Specific details re the allegations/suspicions
- if child disclosed: what did child say, their emotional presentation
- who saw/heard what and when
- size and location of injuries; description of bruising
- description of caregiver behaviour of concern – how often

Other Family Details:
- are parents separated? Family Court orders?
- are there other partners involved? Names?
- What is known about the functioning of the family?
  - domestic violence, drug/alcohol abuse, health factors, support networks, child care arrangements, other agency involvements, disabilities etc

Before Concluding:
- What prompted you to call today?
- Are the caregivers aware a report is being made?
- Have you given any expectations of action to the child?
- What action from Families SA are you expecting?

Official Documentation
- A separate ‘Mandatory Notification Record’ must be completed. This is available on the Q drive- Policies/Child Protection Policy folder – Child Protection Record document
- Once completed this is to be handed to the Principal for their signature and will be archived in the Principals secure file. See hyperlink below
- Child Protection Policy\Mandatory_Notifications_Record.doc