

CHILD SAFETY POLICY

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1. Preamble

This Child Safety Policy was developed in consultation with child safeguarding experts in the community sector and government.

Kehilat Nitzan contributed to the establishment of the first framework to assess and accredit organisations working with children and young people to protect children. We were the first organisation accredited through this process by the resultant organisation, Australian Council for Children & Youth Organisations (ACCYO). Kehilat Nitzan has undertaken whole of organisation child safety training and review to align with best practice and recommendations. We recognise the Victorian Ministerial Order No 870, Child Safe Standards, *Managing the Risk of Child Abuse in Schools* and seek to implement these principles. We also strive to adhere to, and implement, initiatives consistent with the National Principles for Child Safe Organisations.

2. About Kehilat Nitzan

Kehilat Nitzan is the only Masorti (Conservative) congregation in Melbourne, Australia. We are committed to Jewish tradition and law (halachah), Israel and Zionism, Jewish learning and the study of Torah. We offer traditional, egalitarian Shabbat and chag (festival) services and shiurim (study sessions) in a warm and friendly environment. We welcome and include everyone irrespective of age, gender, or sexual orientation.

Kehilat Nitzan believes in the proactive empowerment of children and young people, and we are committed to the wellbeing and safety of all children, young people, and their families. Kehilat Nitzan advocates for the rights of the child and young people as articulated in the UN Convention on the Rights of the Child, including the right to be safe, the right to food and shelter, the right to education and the right to protection from all forms of abuse.

3. Purpose

The purpose of Kehilat Nitzan's Child Safety Policy is to provide clear guidelines for all Kehilat Nitzan staff, Board of Directors, volunteers, and students to ensure that the children and young people who utilise our services are safe. The policy has been developed to set out Kehilat Nitzan's approach to:

- Embedding a child safe culture;
- Facilitating the prevention of child abuse and neglect;
- Ensuring that all staff, volunteers, and students are aware of their responsibilities for identifying and responding to concerns or allegations of child abuse and neglect;
- Establishing clear procedures for preventing and detecting child abuse neglect and responding to such when it occurs;
- Establishing a clear process for taking appropriate action regarding allegations or incidents of child abuse and neglect and;
- Providing information and assurance to children and young people, their families, and the community that child safety is at the forefront of Kehilat Nitzan's operations and organisational philosophy.

4. Scope

This Child Safety Policy applies, whether in person or in a virtual environment, to all Kehilat Nitzan staff, the Board, volunteers, and students engaged with our organisation across Australia, including those who:

- Work in Kehilat Nitzan offices;
- Volunteer at Kehilat Nitzan;
- Volunteer in Kehilat Nitzan programs where they have one-off (or limited in-person) contact with children; and
- Using online platforms.

5. Commitment to Child Safety

Kehilat Nitzan is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making. Kehilat Nitzan has a zero-tolerance approach to all forms of child abuse. As an organisation we recognise that all children have a right to be kept safe from harm and we are committed to upholding this moral and legal obligation at all times. Consistent with this, Kehilat Nitzan works with its representatives to provide a child safe environment where children and young people are safe and feel safe, and where they are involved in decisions that affect their lives. Kehilat Nitzan will also actively promote the safety and wellbeing of particularly vulnerable children, specifically; the cultural safety of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds; children with a disability, and children and young people who identify as LGBTIQ+.

Every person involved in Kehilat Nitzan has a responsibility to understand their important and specific role individually and collectively, in ensuring that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

The Child Safety Policy is widely displayed, circulated, and promoted as follows:

- The Child Safety Policy is distributed to staff and volunteers during recruitment and onboarding.
- The Child Safety Policy is available on the Kehilat Nitzan website.

6. Legislative and Policy Context

6.1 United Nations Convention on the Rights of the Child (UNCRC)

The UNCRC underpins the principles, policies and practices that inform Kehilat Nitzan's approach to child safety. The Convention is the foundation for child protection globally and recognises children's rights as human rights. Article 19 states, "Parties shall protect the child from all forms of physical or mental violence, injury or abuse, neglect, maltreatment or exploitation including sexual abuse." The Convention can be viewed online [here](#).

6.2 Royal Commission into Institutional Responses to Child Sexual Abuse

In 2017 the Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) tabled both general and specific recommendations for institutions that provide care and support to children.

A range of legislative changes were recommended following the conclusion of the Royal Commission. As a result, a number of states and territories have implemented or are in the early stages of implementing legislative reform to better reflect the recommendations of the Royal Commission. Legislation is referenced in **Appendix 1** (*National Legislation Overview*) and in **section 6.5** of this policy.

6.3 National Principles for a Child Safe Organisation

Following the conclusion of the Royal Commission, the National Principles for Child Safe Organisations (National Principles) were tabled, and on February 19, 2019, the Council of Australian Governments (COAG) endorsed these principles with a view for future national consistency in relation to child safety standards.

The 10 principles provide a framework for ensuring organisations are able to detect and respond to child safety concerns and more effectively prevent risk from occurring (**see figure 6.1**). Kehilat Nitzan is committed to upholding these principles and developing and maintaining a child safe culture.

Figure 6.1: National Principles for Child Safe Organisations



6.4 Duty of Care

Kehilat Nitzan recognises that, as an organisation working with children and young people, we have an obligation to ensure processes are in place to avoid acts or omissions that place children in circumstances that may lead to harm.

6.5 Australia's Legislative Context

There is now comprehensive legislation in most states and territories that guide how organisations must embed child safety and respond to suspected child harm and neglect. Key pieces of legislation across Australia include:

- Duty of care and organisational liability
- Voluntary and mandatory reporting
- Working with Children Checks (and equivalents)
- Grooming offences
- Failure to report (disclose) offences
- Failure to protect offences
- Reportable Conduct Schemes
- Child Safe Standards (VIC)

(For further information, refer to Appendix 1)

7. Policy Definitions

Key policy definitions can be found in **Appendix 2** (*Policy Definitions*).

8. Understanding Child Abuse and Neglect

8.1 The Forms of Abuse

Child abuse and neglect describe an act(s) or omission which endangers a child's health, wellbeing and/or development. This can be a single event or a series of traumatic events and is rarely limited to one form of harm. Child abuse, and neglect can be perpetrated by parents, caregivers, other adults, and/or other children and young people. Where sexual abuse is perpetrated by children or young people, it is usually referred to as, 'sexually harmful behaviour'. Definitions of child abuse and neglect and related terms are outlined in the sub-sections below.

NB: Indicators of child abuse can be found as **Appendix 3**, *Indicators of Child Abuse and Neglect*.

8.2 Physical abuse

Physical abuse or injury may consist of any non-accidental form of injury or serious physical harm inflicted on a child by any person. Physical injury and significant harm to a child may also result from the failure of a parent, carer or guardian to adequately ensure the safety of a child by exposing the child to extremely dangerous or life-threatening situations. Examples of physical abuse may include:

- Beating, shaking, or burning;
- Assault with implements;
- Fabricated illness syndrome; or
- Female genital mutilation.

8.3 Emotional abuse

Emotional abuse occurs when a child's parent, caregiver or any other adult repeatedly rejects the child or uses threats to frighten the child. This may involve children:

- Being repeatedly rejected, called names, or being put down;
- Being frightened by threats; or
- Experiencing continual coldness to the extent that it significantly damages their physical, social, intellectual, or emotional development.

8.4 Neglect

Neglect is the failure to provide for the child's basic needs for life to the extent that the child's health and development are, or are likely to be, placed at risk including:

- Food;
- Clothing;
- Shelter;
- Medical attention; and
- Supervision or care.

8.5 Sexual Abuse

Sexual abuse occurs when a person uses power, force, or authority to involve a child in any form of sexual activity. Behaviour that sex offenders engage in may include:

- Touching or fondling children;
- Sending obscene or suggestive phone calls/texts to children;
- Exhibitionism and or voyeurism in front of children;
- Exposing children to pornographic images; or
- Penetration with penis, finger or other object into the mouth, anus, or vagina.

8.6 Grooming

Grooming is predatory behaviour designed to prepare a child for sexual abuse. Many perpetrators of sexual offences against children purposefully create relationships with children and young people, their families, and carers in order to establish the conditions necessary for them to abuse the child. For example:

- Spending special time with a child e.g., in private settings, away from their family or organisation, including online;
- Isolating the child or young person from family and peers;
- Giving gifts to a child;
- Showing favouritism;
- Allowing the child to step out of boundaries or rules; and
- Touching the child.

8.7 Exposure to Family Violence

Family violence is behaviour by a person towards a family member that is:

- Physically or sexually abusive;
- Emotionally (psychologically) abusive;
- Coercive or in any way controls or dominates that family member and causes that family member to fear for their safety or wellbeing, or for that of another family member;

- Causes a child to hear, witness or otherwise be exposed to the effects of the behaviour referred to above; or
- Exposes a child to family violence which includes seeing, hearing, or experiencing violence in a number of ways.

8.8 Sexually harmful behaviour

Refers to harmful behaviour perpetrated by one child to another child. Harmful behaviours in children are often an indicator that they have experienced harm or neglect. Where sexually harmful behaviour occurs, organisations have a duty of care to both children. Note that in children under 10 years of age, such behaviour is usually referred to as sexually problematic behaviour.

8.9 Multi-dimensional harm

Occurs where multiple abuse types are experienced at the same time e.g., sexual abuse also involves physical and emotional abuse.

8.10 Cumulative harm

Cumulative harm refers to the effects of multiple adverse or harmful circumstances or events in a child's life. Cumulative harm may be caused by an accumulation of a single recurring adverse circumstance (such as unrelenting low-level care); or by multiple circumstances or events (such as persistent verbal harm and denigration, inconsistent or harsh disciplines and /or exposure to family violence).

9. Roles and Responsibilities

Appendix 4 outlines the key responsibilities of all roles within the organisation in developing and maintaining a culture of child safety and wellbeing.

10. Equity and Diversity

Kehilat Nitzan recognises the diverse circumstances of children and young people and their families working with our staff. We are committed to providing environments where children feel safe and are listened to and respected regardless of their abilities, sex, gender, sexual orientation, cultural or economic background.

Kehilat Nitzan continuously endeavours to ensure that equity and diversity, as a principle and practice, are built into all aspects of child safety, including our policies and procedures as well as education and training.

11. Kehilat Nitzan's Approach to Child Safety

11.1 Recruitment Selection and Screening

Kehilat Nitzan is committed to implementing robust recruitment and selection processes for all staff, volunteers, and Board members. We focus on child safety across every stage of engagement and ensure that:

- All advertisements, position descriptions and agreements include child safety responsibilities and a statement of commitment.
- Interviews and 2-3 verbal reference checks include child safety centred questions and a discussion of key child safety responsibilities.
- Pre-employment checks occur – a Criminal History Check and Working with Children Check are required.
- All prospective employees are given a copy of the Child Safety Policy and Code of Conduct and, upon confirmed work with Kehilat Nitzan are required to sign the policy signifying their understanding and agreement. All employees are given the opportunity to ask questions and seek clarification prior to signing.

11.2 Education and Support

Kehilat Nitzan is committed to ensuring all our employees are equipped with the skills and knowledge to; provide children and young people with safe learning environments, understand the responsibilities and boundaries of their roles and respond to any child safety concerns.

Upon initial engagement with Kehilat Nitzan, all staff, volunteers and Board members are required to complete training in understanding, recognising, and responding to child abuse and neglect as well as the Child Safety Policy and Code of Conduct. For Board members and staff this is through a structured induction process.

Staff and volunteers receive additional support through regular formal and informal supervision, and we also seek to ensure that child safety is a discussion point on all meeting agendas. New and refresher information is shared regularly through these processes.

11.3 Responding to Incidents, Concerns, and Allegations

Kehilat Nitzan strives to build a child safe culture where all staff and volunteers, children and young people and families feel able to raise child safety concerns. Kehilat Nitzan works to put in place mechanisms to ensure that all concerns are taken seriously, responded to promptly and thoroughly, and that reporting obligations are met.

Regardless of legislative standards Kehilat Nitzan takes the stance that all staff and volunteers have a moral and ethical obligation to report all concerns to authorities. This approach is reflected in our reporting procedure, which includes provisions for voluntary reporting as well as being compliant with set reporting laws operating in each State.

11.3.1 Complaints Handling

Kehilat Nitzan works to ensure that all children, families, staff, and volunteers know what to do and who to tell if they are a victim of abuse or if they observe abuse or inappropriate behaviour that leads to a reasonable belief that an incident has occurred.

The types of complaints or concerning behaviours that require reporting may include:

- A child stating that they or someone they know has been abused (noting that sometimes the child may in fact be referring to themselves);
- Suspicions or beliefs that a child has suffered or is at risk of suffering abuse or neglect;
- Inappropriate relationships developing between children/young people and personnel;
- Observations of concerning changes in behaviour;

- The child's writing or drawing depicts abuse;
- Feelings of discomfort about a relationship between a child/young person and staff member, volunteer or student; or
- Any other suspected or actual breach of this Child Safe Policy, Code of Conduct, legislation or related policy, procedure or practice related to the safety and wellbeing of children.

Any child safe concerns should be reported immediately to the relevant supervisor, line manager or Kehilat Nitzan's Child Safety Officer. All observations, information and consultations should be documented on Kehilat Nitzan's *Reporting Form for Disclosures, Observations of Child Abuse and Actions*, **Appendix 6**.

Any person who believes on *reasonable grounds* that a child has suffered harm or is at risk of harm within their family unit must also contact the relevant Child Protection authority within their state. NB: Belief on '*reasonable grounds*' is formed if a reasonable person in the same position would have formed the belief with the same information/observations.

If the issue or incident is a criminal offence (e.g., suspected sexual or physical abuse) the incident must also be reported to the police on 000.

NB: If a child is in immediate danger, call 000

11.3.2 Historical Abuse

In all circumstances where historical abuse allegations are made which pertain to Kehilat Nitzan, the organisation will cooperate fully with police or other statutory body investigations. Kehilat Nitzan will also review its current policies and procedures in light of the findings of historical abuse investigations, to determine if there is learning that may strengthen protective approaches.

11.3.3 Supporting Complaints and Reports

Kehilat Nitzan recognises that where a complaint or report is made, we may have a role in supporting the child or young person who is the subject of the complaint or report. This support may include:

- referring the child, young person, or their family to external services; and
- ensuring that children, young people, and their families have access to support services, e.g. the Kids Helpline, and Youth Helpline.

We will also ensure support is available for staff, affiliates or volunteers who report suspected abuse of a child or young person.

11.4 Code of Conduct

Kehilat Nitzan's Code of Conduct helps to ensure that the children and young people associated with our service are safe. It clearly outlines the expected standard of behaviour for all staff and volunteers in their interaction with or in the presence of children and young people.

The Code helps ensure that all of our staff and volunteers are aware of the behaviours that support child safety, as well as those that are not acceptable.

Our Code of Conduct is shared with the children, families, schools, and childcare centres that we work with to ensure they are aware of and can help facilitate the behavioural and environmental standards that we expect our staff and volunteers to maintain.

Kehilat Nitzan asks that staff and volunteers are mindful of following our Code whether working online or in person. For further information see Kehilat Nitzan's *Code of Conduct* document.

11.5 Empowerment and participation of children and young people

Kehilat Nitzan seeks, at all times, to create an environment that supports children and young people to participate in the child safety process, have their voices heard, and have confidence that Kehilat Nitzan representatives will always act on their concerns. Kehilat Nitzan endeavours to make children aware of their rights and to provide them with accessible and age-appropriate child safety information. Kehilat Nitzan makes child safety information available to families and the wider community and seeks their input wherever possible.

11.6 Informed Families

Kehilat Nitzan recognises that informed families who are aware of our child safety processes and requirements for our volunteers and staff are central to developing a child safe culture. We work hard to ensure families have access to our child safety materials, including this policy and the Code of Conduct, as well as providing accessible feedback and complaints avenues. There is an expectation that families will work with volunteers and staff in accordance with Kehilat Nitzan processes, our Child Safety Policy and the Code of Conduct.

Input from parents, carers, and children and young people on Kehilat Nitzan's child safety approach is always encouraged.

11.7 Managing Child Safety Risks

Risk management means identifying the potential for an incident, abuse, harm, or accident to occur and taking steps to reduce the likelihood or severity of its occurrence. Implementing risk management processes that actively anticipate, respond to, and prevent child safety risks is paramount in Kehilat Nitzan's practice.

Monitoring and reviewing risks regularly (including after incidents, near misses or complaints) is vital to ensuring the ongoing learning and improvement. We are committed to reviewing any systemic issues which may be contributing or hindering the organisation from being safe.

Kehilat Nitzan's *Risk Assessment Matrix* provides a means of identifying and managing child safety risks in the context of the individual service and/or vulnerabilities of the child or young person. The tool assists staff to determine what risks need to be addressed and what risks can be accepted based on the likelihood of the event occurring, and the consequences if it did occur. Kehilat Nitzan's *Risk Appetite Statement and Risk Assessment Matrix* can be viewed as **Appendix 8**.

11.7.1 Online Environments

Kehilat Nitzan is committed to ensuring that online environments are safe and utilise a risk management approach.

Online platforms have allowed for an additional mode of communication between Kehilat Nitzan staff and volunteers, and children and young people. Clear guidelines and procedures for managing online interactions are outlined in Kehilat Nitzan's *Code of Conduct*.

11.8 Continuous Improvement

Kehilat Nitzan is committed to regular review and continuous improvement in our approach to child safety across our operations and practice. We are aware that our child-safe journey will be long term and are open to ongoing learning and improvement.

When reviewing our approach to child safety, including key documents, we seek the input of staff, volunteers, children and young people and their families.

Any incidents, near misses or complaints are reviewed to assess strengths and required improvements across our service.

12. Reviewing Kehilat Nitzan's Child Safe Policy

Kehilat Nitzan evaluates and reviews the Child Safety Policy annually. The review process seeks contribution and feedback from employees, volunteers, families, and children and young people. Kehilat Nitzan is committed to reviewing the Child Safety Policy following a reportable incident. Changes may also be made to the policy following key legislative change or emerging best practice standards. Any changes to the Child Safety Policy will be presented to the Board for ratification.

Appendix 1: National Legislation Overview

| Duty of Care and Organisational Liability | |
|---|---|
| State/Territory | Legislation |
| Victoria | <i>Children, Youth & Families Act 2005</i> <i>Wrongs Amendment (Organisational Child Abuse) Act 2017 (VIC)</i> |
| Failure to Disclose/Failure to Report | |
| State/Territory | Legislation |
| Victoria | <i>Crimes Amendment (Protection of Children) Act 2014 (VIC)</i> |
| Failure to Protect | |
| State/Territory | Legislation |
| Victoria | <i>Crimes Amendment (Protection of Children) Act 2014 (VIC)</i> |
| Child Safe Standards | |
| Victoria | <i>Child Wellbeing and Safety Act 2005 (VIC)</i> |
| Mandatory and Voluntary Reporting | |
| State/Territory | Legislation |
| Victoria | <i>Children, Youth and Families Act 2005 (VIC)</i> |
| Reportable Conduct | |
| State/Territory | Legislation |
| Victoria | <i>Child Wellbeing and Safety Act 2005 (VIC)</i> |
| Grooming | |
| State/Territory | Legislation |
| Victoria | <i>Crimes Amendment (Grooming) Act 2014 (VIC)</i> |
| Working with Children Checks | |
| State/Territory | Legislation |
| Victoria | <i>Working with Children Check Act 2005 (VIC)</i> |
| Age of Consent | |
| State/Territory | Legislation |
| Victoria | <i>Crimes Act 1958 (VIC)</i> |

National Principles for Child Safe Organisations

All states and Territories

Currently being written into legislation and at different states of implementation in states and territories. For further information refer to the National Office for Child Safety
<https://chilsafety.pmc.gov.au>

Appendix 2: Policy Definitions

| Term | Definition |
|--------------------|--|
| Adult | A person 18 years of age or older, and includes those who are employees, volunteers and associates of Kehilat Nitzan |
| Child | Any person under the age of 18. |
| Child Abuse | <p>Abuse is an act or acts which endangers a child's health, wellbeing and/or development. It can be a single event or a series of traumatic events. It includes:</p> <ul style="list-style-type: none"> • Cumulative harm • Emotional abuse • Exposure to family violence • Grooming • Multi-dimensional harm • Neglect • Physical abuse • Sexual abuse and sexual exploitation |
| Child Safe | Refers to an organisational environment that has an open and aware culture, understands child abuse, is supported by robust child safe policies, promotes the empowerment and participation of children, identifies and manages child safety risks, and expects all stakeholders to report any allegations, disclosures or concerns for the safety and wellbeing of children. A child safe environment ensures that children and young people are culturally safe. |
| Child Protection | Usually refers to a statutory authority responsible for investigating and responding to reports of child harm in the community. |
| Code of Conduct | A policy which specifies behaviours expected of all employees, Contractors, tutors, volunteers and directors in the organisation. |
| Cultural Safety | Promotes the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. A culturally safe environment is socially and emotionally safe, as well as physically safe for children. It is underpinned by shared respect, shared meaning, shared knowledge, and experience, and living and working together with dignity and truly listening. |
| Disclosure | Refers to a child telling someone (through words, drawings, or actions) that he or she feels unsafe or has been harmed. |
| Employee/Employees | Refers to any individual employed by Kehilat Nitzan. |
| Gender Identity | A person's concept of self as male, female, a blend of both or neither. Gender identity refers to how individuals perceive themselves and how they self-identify. Gender identity can be the same or different from the gender assigned at birth. |
| Volunteer | A person who works for Kehilat Nitzan without being paid. |
| Mandated Reporter | Any adult who is legally required to ensure a report has been made when a concern, allegation and /or disclosure of child harm arises. A mandatory reporter may be a person who holds a particular occupation or falls under state/territory specific legislation. |
| Reasonable Belief | <p>A 'reasonable belief' is not the same as having proof. A 'reasonable belief' is formed if a reasonable person in the same position would have formed the belief on the same grounds. A 'reasonable belief' might be formed when:</p> <ul style="list-style-type: none"> • a child states that they have been harmed • a child states that they know someone who has been harmed (sometimes the child may be talking about themselves) |

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|--------------|---|
| | <ul style="list-style-type: none"> • someone who knows a child states that the child has been harmed • professional observations of the child's behaviour or development leads a person to form a belief that the child has been harmed • signs of harm lead to a belief that the child has been harmed. |
| Risk of Harm | A child or young person is at risk of harm if they have suffered harm, or there is a likelihood they will suffer harm being of a kind against which ordinarily they should have been protected |

Appendix 3: Indicators of Child Abuse and Neglect

There are many indicators of child abuse and neglect. The presence of a single indicator, or even several indicators, does not mean that harm or neglect has occurred. However, the occurrence of an indicator or multiple indicators should alert employees and volunteers to the possibility of child abuse, harm and neglect. Equally, abuse, harm and neglect may occur without the presence of obvious indicators, so staff and volunteers should remain open and aware and utilise their professional judgment to assess risk.

The following list includes examples of indicators and is not exhaustive.

| Abuse types | Indicators |
|-------------------------------|---|
| Physical | <ul style="list-style-type: none"> • Disclosure of abuse • Bruises, burns, sprains, dislocations, bites, cuts. • Pressure marks from fingers • Bite marks • Location and extent of injury do not fit the explanation given • Fractured bones, especially in an infant where a fracture is unlikely to occur accidentally • Poisoning • Internal injuries • Showing wariness or distrust of adults. • Wearing long sleeved clothes on hot days (to hide bruising or other injury) • Demonstrating fear of parents and of going home; running away • Becoming fearful when other children cry or shout • Being excessively friendly to strangers • Being very passive and compliant |
| Sexual Abuse and Exploitation | <ul style="list-style-type: none"> • Child telling someone that sexual abuse has occurred • Complaining of headaches or stomach pains • Experiencing problems with schoolwork • Sexually transmitted infections • Genital injuries • Bleeding • Bite marks • Pregnancy • Displaying sexual behaviour or knowledge which is unusual for the child's age • Excessive masturbation which doesn't respond to boundaries • Showing behaviour such as frequent rocking, sucking and biting • Experiencing difficulties in sleeping • Persistent soiling or bed wetting • Having difficulties in relating to adults and peers • Unexplained absences, unexplained gifts or money are often signs of sexual exploitation |
| Emotional | <ul style="list-style-type: none"> • Disclosure of abuse • Developmental delays • Displaying low self esteem |

| | |
|-----------------|---|
| | <ul style="list-style-type: none"> • Tending to be withdrawn, passive, tearful • Displaying aggressive or demanding behaviour • Being highly anxious • Showing delayed speech • Fear of the dark, sleep disturbances • Acting like a much younger child, e.g. soiling, wetting pants • Displaying difficulties in relating to adults and peers • Avoiding home • Running away |
| Neglect | <ul style="list-style-type: none"> • Disclosure of neglect • Frequent hunger • Malnutrition • Poor hygiene • Inappropriate clothing, e.g. Summer clothes in winter • Left unsupervised for long periods • Medical needs not attended to; ill more than average • Abandoned by parents • Stealing food • Staying at school outside school hours • Often being tired, falling asleep in class • Abusing alcohol or drugs • Displaying aggressive behaviour • Not getting on well with peers |
| Family Violence | <ul style="list-style-type: none"> • Disclosure of family violence • Physical injuries • Concentration difficulties • Adjustment difficulties • Anxious or nervous • Depression • Fear of a parent or partner of parent • Isolation from friends and family • Unusual absences • Fear of conflict • Violent outbursts • Aggressive language • Headaches, abdominal pain, stuttering. |

Appendix 4: Governance Framework

Purpose:

Principle 1 of the National Principles for Child Safe Organisations requires that *Child safety is embedded in institutional leadership, governance and culture* *Child safety and wellbeing is embedded in organisational leadership, governance and culture.*

This document sets out the key responsibilities for child safety of different roles within Kehilat Nitzan.

| Role | Responsibilities |
|-----------------------------|--|
| Board | <p>As the governing body for Kehilat Nitzan, the board is responsible for:</p> <ul style="list-style-type: none"> Ensuring that child safety considerations are foremost in organisational decision-making Approving, and reviewing at regular intervals, Kehilat Nitzan's Child Safety Policy Ensuring that Kehilat Nitzan's Child Safety Policy is aligned with the National Principles for Child Safe Organisations and reflects the legislative requirements of all relevant state and territory jurisdictions in which Kehilat Nitzan works Clearly articulates Kehilat Nitzan's 'risk appetite' with respect to child safety matters Ensuring that there are appropriate management structures and practices are in place to ensure that the Child Safety Policy is operationalised effectively. |
| Governance Committee | <p>As a sub-committee of the Kehilat Nitzan Board, the Governance Committee is responsible for:</p> <ul style="list-style-type: none"> Reviewing all reported child safety incidents, seeking further advice and clarification from management if required, and maintaining oversight to ensure that any recommendations to policy or practice arising from these reviews are implemented |

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| | <ul style="list-style-type: none"> Alerting the board to any critical child safety incidents involving Kehilat Nitzan staff or volunteers as alleged perpetrator, emerging risks or matters requiring remediation. |
|--|---|

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|---------------------------------|---|
| Kehilat Nitzan Staff | <p>All Kehilat Nitzan staff are responsible for the following:</p> <ul style="list-style-type: none"> Ensuring that they undertake specified legislative checks relating to child safety as required for their role Ensuring that their Working With Children Check remains current for the duration of their volunteering with undertake Undertaking all mandatory training required by Kehilat Nitzan prior to commencing volunteering and/or that might be required on an annual or ad hoc basis Complying with Kehilat Nitzan's Child Safety Policy Reporting all child safety concerns associated with their work to Kehilat Nitzan's Child Safety Officer (and where required, directly to the police or relevant child protection authorities) Proactively participating in organisational discussions and initiatives relating to child safety. <p>In addition, certain roles have specified additional responsibilities relevant to their role and which are detailed below.</p> |
| Child Safety Officer | <p>In addition to the responsibilities outlined under "Kehilat Nitzan Staff" the Child Safety Officer is responsible for:</p> <ul style="list-style-type: none"> Ensuring that all staff and volunteer training is reviewed at least annually and is aligned to the National Principles for Child Safe Standards and relevant legislative requirements. Ensuring that an annual program of training is in place for all Kehilat Nitzan staff and volunteers (including board members) |

| | |
|-------------------|--|
| | <ul style="list-style-type: none"> • Receiving complaints, allegations or concerns regarding child safety matters from Kehilat Nitzan staff and volunteers • Reporting complaints, allegations or concerns to the Chair of the Board in accordance with Kehilat Nitzan policy, as well as notifying the relevant education partner about the complaint |
| Volunteers | <p>Volunteers are responsible for:</p> <ul style="list-style-type: none"> • Ensuring that they undertake specific legislative checks relating to child safety as required for their role • Ensuring that their Working With Children Check remains current for the duration of their volunteering with undertake • Undertaking all mandatory training required by Kehilat Nitzan prior to commencing volunteering and/or that might be required on an annual or ad hoc basis • Complying with Kehilat Nitzan's Child Safety Policy • Reporting all child safety concerns associated with their volunteering to Kehilat Nitzan's Child Safety Officer (and where required, directly to the police or relevant child protection authorities) |

APPROVED BY: Kehilat Nitzan Board

APPROVED ON: 18 Aug. 2021

NEXT REVIEW DATE: When Child Safety Policy Reviewed annually