



MANDATORY REPORTING

POLICY

Rationale:

- All children have a right to feel safe and to be safe. As staff, we have a legal and moral responsibility to respond to serious incidences involving abuse and neglect of the children with whom we have contact, and to report instances that we believe involve physical abuse, sexual abuse or neglect.
- Fulfilling the roles and responsibilities contained in the procedure does not displace or discharge any other obligations that arise if a person reasonably believes that a child is at risk of child abuse.
- The school will protect any child connected to an allegation of child abuse until the allegation is resolved.

Aims:

- To ensure that children's rights to be safe are maintained and each child is protected against physical abuse, sexual abuse, serious emotional or psychological abuse and serious neglect.

Implementation:

- All members of the Teaching Service are mandated by law to report signs of physical and/or sexual abuse, and neglect.
- New staff will be informed of mandatory reporting responsibilities and procedures.
- Staff will be reminded of mandatory responsibilities regularly.
- All concerns must be reported immediately to the Principal, or in his/her absence, the Leading Teacher.
- The Principal will keep a record of all discussions about a student with whom there is a concern.
- If a belief has been formed by a staff member that sexual or physical abuse or neglect has taken place a "Mandatory Reporting Information Sheet" available from the Principal must be completed and filed in the student's individual file located in the Principal's office.
- The teacher and the Principal or Leading Teacher will contact the Department of Human Services by telephone as soon as possible to make an official notification on:
1300 369 536 or after school hours crisis line 131278
- Members of the Department of Human Services, or associated support or intervention services that visit the school following a notification, will interview staff and children only in the presence of a Principal class member or his/her nominee.
- Protect any child connected to the alleged child abuse until the allegation is resolved.

- All reports, information sheets and subsequent discussions and information are to be recorded and remain strictly confidential.
- All incidents to be monitored, and any subsequent signs or indications of abuse are also to be reported.
- While only mandated by law to report incidents of physical and sexual abuse, and neglect; staff are also encouraged to report incidents of emotional abuse or neglect.
- Students, who disclose to staff a desire to harm themselves or others, must be reported by staff to the Principal.

Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle.

Signed	
School Council President	Date
Bob Bextream	
Principal	Date
Leah Willis	

This policy was last ratified by School Council in....

15.08.2017