



Gippsland Grammar
A PASSION FOR EXCELLENCE

Child Protection Responsibilities

Introduction

Gippsland Grammar (the **School**) is committed to protecting its students from all aspects of harm, and has established strategies, practices, policies and procedures to uphold this commitment.

The School takes a zero-tolerance approach to any behaviours that jeopardise student safety (including child abuse and reportable conduct). The School regards its student safety responsibilities with the utmost importance and strives to deliver an academic care model that promotes the School's core values of compassion, leadership, excellence, respect and responsibility.

The School's aim is to create an environment where students can learn in a calm and focused environment characterised by ethical behaviour and defined professional boundaries, and where they feel safe and supported by the School.

This document is part of the School's Child Protection Program and sets out how the School allocates responsibility for meeting that commitment.

Definitions

A number of terms in this document are defined in the Child Protection Program Definitions document (a copy of which is available on Complispace and the School's website).

The Board

The Board is the governing body for the legal entity which operates the School, Gippsland Grammar, and as such is ultimately responsible for ensuring that student safety (and in particular child safety) is the School's paramount consideration.

Without limiting that responsibility, the Board:

Acquires guidance and information on student safety matters and keeps up to date with its student safety obligations through engaging in professional development.

Develops strategies (reflected through policies, procedures, words and actions) to embed a culture of student safety at the School, which comply with the Board's obligations under *Ministerial Order No. 870 – Child Safe Standards – Managing the Risk of Child Abuse in Schools*.

Allocates roles and responsibilities to the Principal, the Executive Leadership Team, and to staff for achieving the School's student safety strategies.

Informs the School community about the School's student safety strategies, and allocation of roles and responsibilities.

Ensures that the School, and in particular the Principal, has adequate resources and support to achieve the School's student safety strategies.

Keeps the Principal and, via the Principal, keeps all staff accountable for achieving the School's student safety strategies.

Periodically reviews the effectiveness of the School's student safety strategies in practice (including by, if considered appropriate, revising those strategies).

Ensures that student safety remains an annual board agenda item for review, reflection and discussion.

The Principal

The Board delegates responsibility for the day-to-day operation of the School – and in particular the care, safety and welfare of students - to the Principal.

The Principal is therefore responsible at a day-to-day level, and accountable, for taking all practical measures to ensure that:

The School's student safety strategies are achieved, both in policy and in practice.

Staff (including the Principal, Executive Leadership Team and Student Protection Officers) are educated, and complying with, their professional and statutory responsibilities regarding student safety.

Staff (including the Principal, Executive Leadership Team and Student Protection Officers) are enabled, prepared and supported when managing student's safety complaints, including in their support of the student(s) involved (and, where appropriate, their families).

The School has a student safety culture.

Concerns about student safety are dealt with promptly and in accordance with the School's policies and procedures, and any statutory obligations.

The Board receives timely reports regarding student safety concerns and risks, or any developments regarding the School's student safety obligations.

The Executive Leadership Team

The School's Executive Leadership Team is committed to 'leading from the front' and engaging in a preventative, proactive and participatory approach to student safety issues.

Where appropriate, the Executive Leadership Team will assist the Principal with discharging his or her student safety responsibilities, as outlined in this document and otherwise required by legislation and good practice.

Student Protection Officers

Key responsibilities for the School's Student Protection Officers include:

Having a good working knowledge and appreciation of the School's Child Protection and Safety Policy and Child Protection Program.

Without replacing any legal reporting obligations any person may have, promptly managing the School's response to an allegation of actual or suspected child abuse or reportable conduct and ensuring that the allegation is taken seriously and responded to appropriately.

Ensuring the School's student safety strategies are clearly and regularly communicated to staff (and other members of the School community).

Ensuring the School's student safety strategies are being implemented effectively and are strengthened where required.

Ensuring a strong and sustainable student safety culture is embedded within the School.

Staff

All staff are required to comply with the School's Child Protection Program (including the Child Protection and Safety Policy, Child Protection Staff Code of Conduct, and Make a Report Procedure), as well as their legal and professional obligations with respect to the prevention and reporting of actual or suspected child abuse and reportable conduct.

It is each such staff member's individual responsibility to be aware of key risk indicators of child abuse or reportable conduct, to be observant, and to raise any concerns they may have with one of the Principal, the Executive Leadership Team, the School's Student Protection Officers (and/or with external agencies, where required). In this regard, staff are encouraged to voice their concerns, no matter how minor, trivial or insignificant.

All contractors and volunteers involved in child-connected work are required to adhere to the School's Child Protection and Safety Policy and Child Protection Staff Code of Conduct and are responsible for contributing to the safety of students in the school environment. They too have obligations with respect to the reporting of actual or suspected child abuse or reportable conduct allegations. Again, it is the School's expectation that contractors and volunteers are attuned to their individual responsibilities and act in accordance with their internal and external reporting obligations, and the School's policies and procedures (including the Child Protection Program).

Communication

This document is available to parents, students and the School community via the School's website.

This document is available to staff as part of the Child Protection Program. The Child Protection Program forms part of the School's induction program for incoming staff, and aspects of (and updates to) the Child Protection Program will be addressed in the School's professional development updates, training programs, bulletins and newsletters.

Authorisation and Evaluation

This document was authorised by the Principal and the Board in December 2020.

This document will be reviewed annually.

Related Policies

Child Protection and Safety Policy

Child Protection Staff Code of Conduct

Child Protection Program Definitions

Make a Report Procedure