



## THE KING DAVID SCHOOL

### CHILD SAFETY & PROTECTION PROGRAM

The Child Safety & Protection Program is the name given to the full collection of policies and procedures that assist the School in maintaining a child safe environment and culture.

The Program ensures compliance with:

- the Victorian Child Safe Standards
- Ministerial Order No. 1359, made under the Education and Training Reform Act 2006 (Vic)
- child safety and wellbeing (including but not limited to child protection) laws and regulations in Victoria.

The KDS Child Safety & Protection Program relates to all aspects of child safety and protecting students from abuse or other harm and establishes work systems, practices, policies and procedures to create and maintain a child safe environment and culture at the School. It includes:

- Child Safety and Protection Policy
- Child Safety and Protection Code of Conduct
- Staff & Student Professional Boundaries
- Student Code of Conduct
- Child Safety & Protection Guidelines for Students
- clear procedures that are consistent with PROTECT Four Critical Actions for responding to and reporting child safety incidents or concerns both internally to a Child Safety Officer, and externally including Mandatory Reporting to the Department of Families, Fairness and Housing (Child Protection), Reportable Conduct to the Commission for Children and Young People (CCYP) and Reporting Child Sexual Abuse to Police
- strategies to support, encourage and enable Staff, Volunteers, Contractors, parents/carers and students to understand, identify, discuss and report child safety matters
- procedures for recruiting and screening staff members including child protection requirements in all position descriptions and advertisements
- pastoral care strategies designed to empower students and keep them safe
- strategies to support and encourage the participation and inclusion of Aboriginal and Torres Strait Islander students, students from culturally and linguistically diverse backgrounds and students with disability
- Child safety and protection training
- information regarding the steps to take after a disclosure of abuse or other harm to protect, support and assist students
- guidelines with respect to record keeping and confidentiality
- policies to ensure compliance with all relevant laws, regulations and standards (including the Victorian Child Safe Standards and Ministerial Order 1359)
- a system for continuous review and improvement through Leadership Team meetings, Child Protection Subcommittee, Staff Meetings and Council Meetings.

The Child Protection Policy and the Codes of Conduct are available to the School community via the School website, Staff and Parent portals, and hard copies are available on request.

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## WHO TO SPEAK TO IF YOU HAVE A CONCERN

There are a variety of potential child safety incidents or concerns that you as a staff member must report to the School and/or external authorities.

You **must** report **all** child safety incidents or concerns internally to one of our Child Safety Officers **within two hours** of becoming aware of the concern. This includes any disclosures made to you by a student. Child Safety Officers can assist in clarifying your reporting obligations and managing the next steps. Please be aware that reporting to or consulting with a Child Safety Officer does not change any obligation that you have under legislation to report to an external authority, but Child Safety Officers can assist you with this process.

### **Child Safety Officers are the KDS Leadership Team:**

Principal, Marc Light  
Vice-Principal, Russell Kaplan  
Vice-Principal, David Opat  
Head of Senior School, Fred Kok  
Director of Jewish Life & Learning, Sidra Moshinsky  
Director of Digital Engagement, Michelle Lazarow  
Chief Operating Officer, Rod Kenning  
HR Manager, Cathy Kaiserman

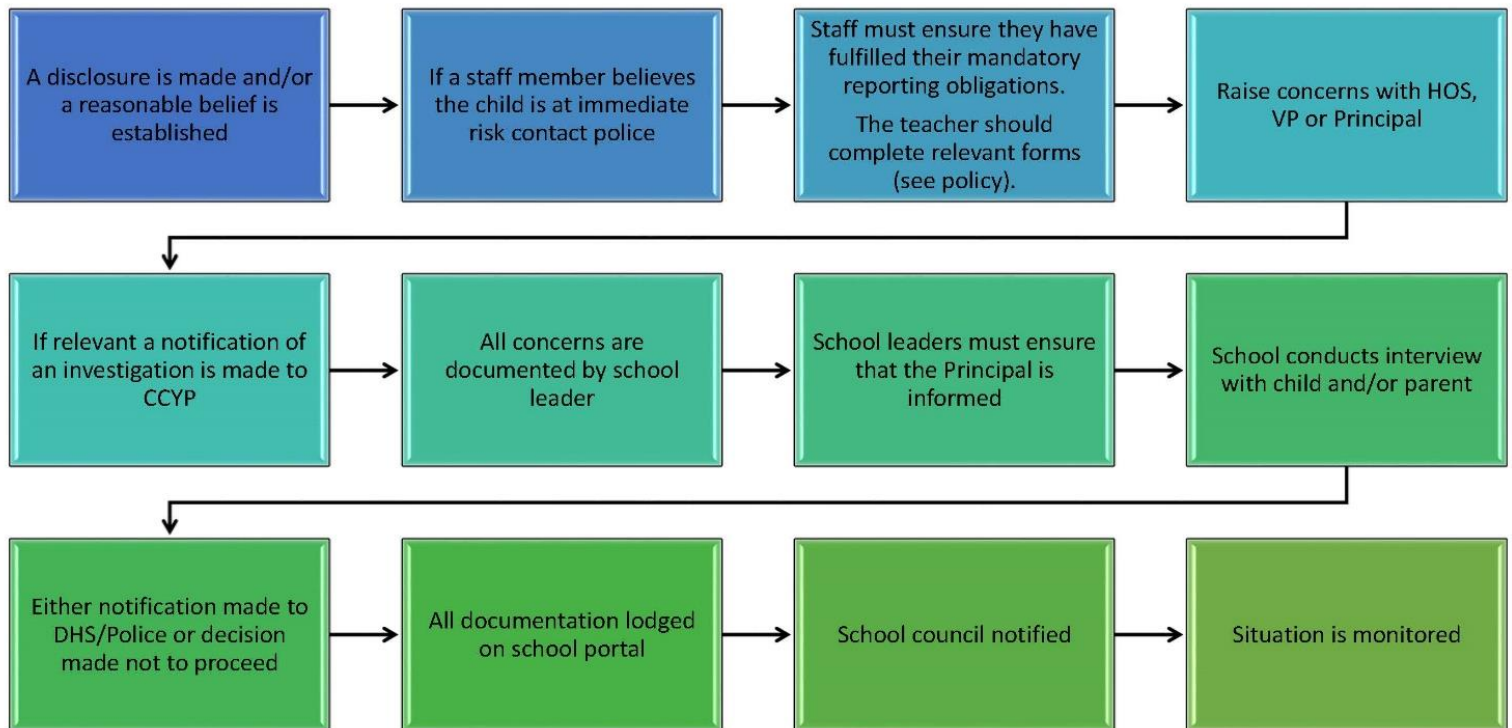
**Senior Child Safety Officer**, David Opat, 0414 504 006 is the first point of contact for all child safety concerns or queries for the wider community, and coordinates the School's response to child safety incidents in consultation with the Principal, the Leadership Team and School Council.

This team of Child Safety Officers is responsible for ensuring that they:

- (a) promote child safety at all times
- (b) assess the risk of child abuse within their area of control and eradicate / minimise any risk to the extent possible
- (c) educate employees about the prevention and detection of child abuse; and
- (d) facilitate the reporting of any inappropriate behaviour or suspected abusive activities.

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## The King David School Child Protection Process



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