



Policy Title	Child Safety Policy
Policy Owner	Director of Corporate Services
Effective Date	March 2022
Approved by	Executive Committee
Review Date	March 2023
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1. Purpose

Ivanhoe Girls' Grammar School is committed to supporting the safety, participation, wellbeing and empowerment of children and to upholding a commitment to child safety at all times and a zero tolerance of child abuse both at School and outside of school hours.

2. Scope

This Policy applies to all members of the School community including:

- (a) Employees;
- (b) Students;
- (c) Volunteers (including Board Members); and
- (d) Contractors.



3. Definitions

The School	Ivanhoe Girls' Grammar School
School Environment	Any physical or virtual place made available or authorised by the School's governing authority for use during or outside school hours, including: a campus of the School; online school environments (including email and intranet systems); and other locations provided by the School wherever and whenever staff may be, as a result of their School duties (including, without limitation, locations used for school camps, sporting events, excursions, competitions, and other events).
Child Abuse	Includes: a) any act committed against a child involving – i. a sexual offence; or ii. an offence under section 49B(2) of the <i>Crimes Act 1958</i> (grooming); and b) the infliction, on a child, of – i. physical violence; or ii. serious emotional or psychological harm; and serious neglect of a child.

4. Policy

All members of the Ivanhoe Girls' Grammar School community, including students, staff, board members, contractors and volunteers, are responsible for supporting the safety, participation, wellbeing and empowerment of children and are required to uphold the School's commitment to child safety at all times maintaining zero tolerance of child abuse both at School and outside of school hours, including:

- Treating everyone with respect and courtesy;
- Taking all reasonable steps to protect children from abuse, including listening and responding to the concerns of children, either for themselves and/or others;
- Promoting the cultural safety, participation and empowerment of all children, especially those of aboriginal background, ethnically / culturally / linguistically / gender diverse backgrounds or those with a disability;
- Educating all members of the School community to understand, identify, discuss and report child safety matters;
- Promoting child safety within the School, on all School activities and in all School digital environments;



- Reporting any child safety concerns to the Principal, Deputy Principal / Head of Senior School, Head of Junior School or Director of Corporate Services and ensure any such matters are reported to Police, the Department of FFH or other third parties in accordance with legislative requirements and as per the School's Mandatory Reporting Policy and Prevention of Child Abuse Policy is reported to the Police and Department of Families, Fairness and Housing. A confidential email address for the reporting of any child safety concerns is also available (childsafetyconcernreport@ivanhoegirls.vic.edu.au). Reports may also be discussed with the School's nominated Child Safety Officers (as listed in the Appendix).

In addition, reportable allegations of child abuse made against an Ivanhoe Girls' Grammar School employee or volunteer will be reported to the Commission for Children and Young People (CCYP) by the Principal. Members of the public are also able to contact the CCYP via their website <https://ccyp.vic.gov.au/reportable-conduct-scheme> if a reportable allegation of child abuse involves the Principal.

Ivanhoe Girls' is committed to supporting the wellbeing of all its students and staff and will provide confidential support to those who disclose and/or report child abuse or are otherwise linked to suspected child abuse. The care and wellbeing of any victim of child abuse is of paramount importance to the School with both support and counselling available.

Any allegation of child safety concerns will be taken very seriously and will be dealt with according to the School's policies and procedures and Ministerial Order 1359.



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Appendix : Child Safety Policy – Child Safety Officers

Ivanhoe Girls' Grammar School has appointed the following Child Safety Officers to assist all members of the School Community, including students, staff, Board Members, contractors and volunteers with any child safety concerns.

Ivanhoe Girls' Child Safety Officers are:

- Director of the ELC
- Head of Junior School
- Director of Curriculum, Learning and Innovation (JS)
- Deputy Principal / Head of Senior School
- Director of Student Wellbeing
- School Counsellors (Registered psychologists)

All may be contacted through the School's telephone **9490 6222** or email enquiries@ivanhoegirls.vic.edu.au.