

QA2	2.2.3	Child protection - Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.
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Regs	84	Awareness of child protection law
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All children who come to Adelaide University Childcare Services Inc (AUCS) have the right to feel and be safe. AUCS is committed to the safety and well-being of all children accessing our services. AUCS will create an environment that ensures the health, safety and emotional wellbeing of children will always remain paramount.

To ensure all employees, volunteers and students of AUCS take their responsibility to protect children from any type of harm very seriously, and understand their reporting obligations under the  
Section 30 and 31.

and must report risks of harm as soon as possible if they suspect on reasonable grounds that a child is, or may be at risk of harm.

Reasonable grounds refer to the need to have an objective basis for suspecting that a child may be at risk of harm based on:

- First hand observation of the child or family
- What the child, parent or other person has disclosed

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This is achieved through:

- Clearly communicating with children using age appropriate and developmentally appropriate language
- Educating children and young people on their rights including their right to safety and right to be listened to
- Developing strong secure relationships with children
- Encouraging children to be involved in decision making about changes at the service
- Ensuring the AUCS grievance procedures are included in family, staff, student, and volunteer induction packs.

This belief is underlying in AUCS philosophy. All employees, volunteers and students listen to and act upon any disclosures, feedback or complaints that children, young people and their families raise with us.



Requirements include:

- a. job advertisements which include qualifications and skills required, and culture of child safety and protection
- b. job descriptions which outline level of professional skills required and responsibilities
- c. on the job observations and probationary periods
- d. referee and qualification checks
- e. AUCS will meet the requirements of the which  
requires that





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if the report is made in good faith:

- a. the report will not breach confidence or standards of professional conduct
- b. the report can't incur civil or criminal liability
- c. the



- a. water based activities
- b. special events like service concerts and family information days where there will be a large number of visitors or people present
- c. events or activities where visitors will be present
- d. taking images of children and young people
- e. cyber safety and social media guidelines
- f. excursions
- g. playground renovations
- h. activities using dangerous equipment

The Nominated Supervisor and employees will:

- a. Complete an Excursion/Event Risk Management Planning Form
- b. Identify all the elements of an activity (eg objectives, location, participants, transportation, toileting/change room procedures, appropriate supervision and adult to child ratios, photography policy, managing medications, managing illness and injury, procedure applying to visitors, physical environment)
- c. Identify the risks
- d. Analyse the likelihood and consequences of the risks
- e. Evaluate the level of risk (eg low, moderate, high, extreme)
- f. Implement strategies to eliminate or minimise the risk
- g. Review the activity to determine how it could be improved

Where relevant the Nominated Supervisor will encourage families to provide feedback on the risk of harm to children and strategies to minimise the risk. Feedback may be sought via newsletters or survey forms, or during parent information sessions.

The Nominated Supervisor will implement the following to ensure families, employees, volunteers and students are aware of AUCS Risk Management:

- a. regularly advise families and prospective families (at least every 6 months) via service newsletters, emails and information evenings about the reasons for and components of our risk management assessments, where they can access our Child Protection Policy and Risk Management assessments and that we welcome feedback about the Policy/Assessments. We may include what we aim to teach children about protective behaviour
- b. provide written information about our risk management assessments during enrolment and orientation and include in Parent Handbook
- c. regularly include (at least every 6 months) the reasons for and components of our risk management assessments in staff meetings and include in Staff Handbook
- d. ensure educators talk to children about things that are important to them
- e. display posters about child protection issues, including safe and supportive environments
- f. include child protection issues and our risk management assessments in employees' performance and training plans
- g. ensure educators regularly include learning about appropriate child protection issues in the Curriculum, including how to keep themselves safe, and what to do if they feel unsafe
- h. make relevant resources available to employees and families

Code