Beaconhills College
Procedures for Responding to and Reporting Allegations of Child Abuse

Child abuse can take many forms. The abuser may be a parent, carer, staff member, volunteer, another adult or even another child. Unfortunately the nature of child abuse is complex. The abuse may occur over time and potential risk indicators are often difficult to detect. Even our legal obligations for reporting allegations of child abuse can vary depending on the circumstances of the incident.

The College will take appropriate, prompt action in response to all allegations or disclosures of abuse, neglect, inappropriate behaviour or concerns about child safety by reporting all matters to the Victorian Child Protection Service, the Commission for Children and Young People, or the Police, depending on the allegation or disclosure made.

Reporting procedures for third party contractors, external education providers, Volunteers, parents/carers and other community members are included in our Child Protection and Safety Policy which is available on our public website, and BeaconNet.

Age appropriate reporting procedures for students are in place. The College has in place policies which describe the College's work systems, practices, policies and procedures for responding to and reporting allegations of child abuse both internally and externally. These include:

- Managing Your Initial Response to a Child Protection Incident
- Responding to an Emergency
- Reporting a Child Abuse Concern Internally
- General Legal Obligation to "Act to Protect" and to Report Child Sexual Abuse
- Mandatory Reporting
- Reportable Conduct of Staff, Volunteers and Others
- Responding to Other Concerns About the Wellbeing of a Child
- Conduct that is Reportable to the Victorian Institute of Teachers (VIT)
- Communication with Parents/Carers
- Making Additional Reports
- Child Protection Complaints Management
- Confidentiality & Privacy
- Child Protection Record Keeping

The College's policies and procedures for responding to and reporting allegations of suspected child abuse are made available to staff.

A summary of these procedures are available on the College's website through our Child Protection and Safety Policy and is accessible to all students, College staff and the community.

Beaconhills College
IN ASSOCIATION WITH THE ANGLICAN & UNITING CHURCHES

The College will respond to all allegations of child abuse in an appropriate manner including:

- Informing the appropriate authorities and fully cooperating with any resulting investigation
- Protecting any child connected to the allegation until it is resolved and providing ongoing support to those affected
- Taking particular measures in response to an allegation that concerns a culturally diverse child or a child with a disability; and
- Securing and retaining records of the allegation and the College's response to it.

Reporting concerns

Our Child Protection Program provides detailed guidance for the Board of Directors, staff and volunteers as to how to identify key risk indicators of child abuse and how to report child abuse concerns to one of the College's nominated Child Safe Officers. It also contains detailed procedures with respect to the reporting of child abuse incidents to relevant authorities.

Third party contractors, external education providers, all volunteers, students, parents/carers or other community members who have concerns that a child may be subject to abuse are asked to contact the College's Senior Child Protection Officer, Yvonne Ashmore, by calling 1300 002 225 or email childsafeofficer@beaconhills.vic.edu.au .

Communications will be treated confidentially on a 'need to know basis'.

If you have a belief or suspicion that a child is being, or has been, subjected to any form of abuse you must contact the Victorian Child Protection Service or, where you need guidance on making a report or have questions regarding child safety, contact one of the College's appointed Child Safe Officers. Whenever there are concerns that a child is in immediate danger the Police should be called on 000.