



# Mandatory reporting policy

<b>Relevant Legislation / Related information</b>	<ul style="list-style-type: none"> <li>• <a href="#">Children’s Guardian Act 2019 (NSW)</a></li> <li>• <a href="#">Child Protection (Working with Children) Act 2012</a></li> <li>• <a href="#">Children and Young Persons (Care and Protection) Act 1998 (NSW)</a></li> <li>• <a href="#">Registered and Accredited Individual Non-government Schools (NSW) Manual – September 2023 (educationstandards.nsw.edu.au)</a> – B8</li> <li>• <a href="#">Mandatory reporting policy NSW</a></li> <li>• NSW Mandatory Reporter Guide - <a href="#">MRG (nsw.gov.au)</a></li> <li>• <a href="#">A Mandatory Reporter’s Guide To Selecting A Decision Tree (nsw.gov.au)</a></li> </ul>
<b>Related policies</b> (Including but not limited to)	<ul style="list-style-type: none"> <li>• Code of conduct</li> <li>• Bullying and harassment (including sexual harassment) policy and procedure</li> <li>• WHS policy and procedure</li> <li>• Grievance and complaints policy</li> <li>• Whistleblower policy and procedure</li> </ul>
<b>Authorisation / date</b>	Principal – 5 April 2024
<b>Feedback</b>	Principal – David Proudlove <a href="mailto:dproudlove@scac.nsw.edu.au">dproudlove@scac.nsw.edu.au</a>
<b>Accessible</b>	<input checked="" type="checkbox"/> Staff (Policy & procedure)   <input checked="" type="checkbox"/> External Homepage (Policy only)

## Purpose

This document outlines how Sapphire Coast Anglican College (SCAC) seeks to ensure the safety of students in its care by means of mandatory reporting. It sets out staff responsibilities for child protection and processes that staff must follow in relation to child protection matters.

## Scope

This is an organisation wide policy and applies to all staff members, which includes employees, contractors and volunteers.

## Definitions

**A child** - a person under the age of 16 years

**A young person** - a person aged 16 years or above but who is under the age of 18

## Policy

The College is committed to providing a safe and supportive environment for all students. This policy responds to the mandatory reporting requirements under the *NSW Children and Young Persons (Care and Protection) Act 1998* (the Act), which provides direction to all College staff in dealing with matters relating to child abuse and neglect.

The Act provides for mandatory reporting of children at risk of significant harm as part of the college's overall commitment to child protection. All staff are required to report any child protection or child wellbeing concerns about the safety, welfare or wellbeing of a child or young person.

The safety, protection and welfare of students is the responsibility of all staff members and encompasses:

- a duty of care to ensure that reasonable steps are taken to prevent harm to students which could reasonably have been foreseen
- obligations under child protection legislation

Any concern regarding the safety, welfare or well-being of any student must be reported as soon as possible.

### Forms of child abuse

There are different forms of child abuse. These include neglect, sexual, physical and emotional abuse.

**Neglect** is the continued failure by a parent or caregiver to provide a child with the basic things needed for his or her proper growth and development, such as food, clothing, shelter, medical and dental care and adequate supervision.

**Sexual abuse** is when someone involves a child or young person in a sexual activity by using their power over them or taking advantage of their trust. Often children are bribed or threatened physically and psychologically to make them participate in the activity. Child sexual abuse is a crime.

**Physical abuse** is a non-accidental injury or pattern of injuries to a child caused by a parent, caregiver or any other person. It includes but is not limited to injuries which are caused by excessive discipline, severe beatings or shakings, cigarette burns, attempted strangulation and female genital mutilation. Injuries include bruising, lacerations or welts, burns, fractures or dislocation of joints. Hitting a child around the head or neck and/or using a stick, belt or other object to discipline or punishing a child (in a non-trivial way) is a crime.

**Emotional abuse** can result in serious psychological harm, where the behaviour of their parent or caregiver damages the confidence and self-esteem of the child or young person, resulting in serious emotional deprivation or trauma.

Although it is possible for 'one-off' incidents to cause serious harm, in general it is the frequency, persistence and duration of the parental or carer behaviour that is instrumental in defining the consequences for the child.

This can include a range of behaviours such as excessive criticism, withholding affection, exposure to domestic violence, intimidation or threatening behaviour.

### **Child wellbeing concerns**

Child wellbeing concerns are safety, welfare or wellbeing concerns for a child or young person that do not meet the mandatory reporting threshold, risk of significant harm.

### **Who is a mandatory reporter?**

Under the Act persons who:

- in the course of their employment, deliver services including health care; welfare, education, children's services and residential services, to children; or
- hold a management position in an organisation, the duties of which include direct responsibility for, or direct supervision of, the provision of services including health care, welfare, education, children's services and residential services, to children, are mandatory reporters.

All teachers and employees at the College are mandatory reporters. This includes peripatetic staff, tutors and coaches. If an employee of the College has any concerns or question, they should consult with the Principal without delay.

### **Compliance**

Non-compliance with this policy and its procedure may result in disciplinary action up to and including dismissal.