

SOUTHERN CROSS KIDS' CAMPS

CHILD SAFETY POLICY

This Policy should be read in conjunction with the SCKC Code of Conduct.

OUR COMMITMENT TO CHILD SAFETY

SCKC is committed to child safety because it is integral to our mission.

We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers.

We have zero tolerance of child abuse. All allegations and safety concerns will be treated very seriously and consistently with our child protection policies and procedures.

We have legal and moral obligations to contact authorities when we have concerns about a child's safety, which we follow rigorously.

We are committed to preventing child abuse and to identifying risks early. We are committed to reducing and removing these risks.

We have policies and procedures for the recruitment of volunteers and staff.

We are committed to regularly educating and training our staff and volunteers on child abuse risks.

We have specific policies, procedures and training in place that support our leadership team, staff and volunteers, to achieve SCKC's commitment to child safety.

OUR CHILDREN

We value children's ideas and encourage their participation. We will be accountable and transparent in the implementation of our child safety policies.

We provide a child-friendly environment, allowing children, SCKC team members, carers and welfare agencies to raise their questions and concerns in an appropriate manner.

We obtain appropriate information relating to the children participating in our programs, including children's health and family situation, to ensure that we are able to care for their physical and emotional needs.

We promote diversity and tolerance in our organisation. People from all walks of life and cultural backgrounds are welcome.

We seek to empower children in regards to their safety.

Responsibility for Safety

Everyone associated with SCKC has some responsibility for safety

Who	Role in Promoting Safe Places
Camp Staff & Buddies	Be aware of and act in accordance with child safety policies and procedures. Take personal responsibility for their own and others' safety; raise any issues of concern.
Camp Safety Person	Be aware of and act in accordance with child safety policies and procedures. Be the contact person for both children and leaders in regards to child safety issues. Be introduced at the commencement of camp after safety video/briefing occurs. Ensure reports are made to authorities if required. Make appropriate documentation. Keep camp director/s informed of any issues. Be a champion for Child Safety.
Camp Directors	Be aware of and act in accordance with child safety policies and procedures. Promote child safety in an ongoing way. Educate their teams about the prevention and detection of child abuse. Encourage staff and buddies to take responsibility for their own and others' safety, and advise how to report any issues of concern.
General Manager	Be aware of and act in accordance with child safety policies and procedures. Ensure the development and continual improvement of policies and procedures. Ensure the relevant policies are widely communicated and implemented at SCKC events. Ensure training and education around policies and procedures occurs. Ensure SCKC is compliant with regulatory obligations. Seek help where necessary.
Governing Body	Take responsibility for Child Safety at SCKC. Be aware of and act in accordance with child safety policies and procedures. Identify, assess and control risks, and review the effectiveness of control measures. Adopt appropriate policies and review them regularly. Ensure the SCKC is compliant with regulatory obligations. Ensure appropriate insurance arrangements are in place. Seek help where necessary.

Children and leaders are made aware of our Code of Conduct and are required to abide by them.

GOVERNING BODY

All people in authority at SCKC are committed to promoting child safety and are aware that they would be committing a criminal offence if they knew of a substantial risk of child sexual abuse and had the power or responsibility to reduce or remove the risk, but negligently failed to do so.

The governing body of SCKC participates in an awareness raising workshop regarding child safety at least annually and conducts annual self-assessment to identify how we can improve our procedures.

The governing body makes an annual declaration confirming that the organisation complies with the Child Safe Standards. If the organisation is not in compliance, then the governing body will specify any areas in need of improvement and what action must be taken to ensure compliance.

CAMP SAFETY PERSON

At least one person at each camp/club is nominated as the Camp Safety Person/or state equivalent. The Camp Safety Person is highlighted on camp to both children and leaders. The Camp Safety Person is the first point of contact for both children and leaders if there is a concern around a child's safety, unless the concern is in regard to the Camp Safety Person, in which case the Camp Director will assume the role.

CAMP DIRECTORS, VOLUNTEERS & STAFF

Directors, volunteers & staff are required to agree to the SCKC Code of Conduct and abide by it.

Our staff and buddies are given opportunity to contribute to the development of the relevant Code of Conduct.

A person cannot be involved in an SCKC camp or club unless they have been screened, completed the required training and signed the Code of Conduct.

All staff & volunteers have a clear description of their role in the form of a position description or short statement.

Recruitment, Training and supervision of people involved in SCKC

A person cannot be involved in an SCKC camp or club unless they have:

- Completed an SCKC application form, hold a current WWCC or relevant state or territory equivalent, have been interviewed, reference checked and approved by the camp/club leadership team, and completed the relevant training.
- Everyone who is involved in SCKC as a leader, staff member or volunteer must undergo training in child safety, including how to identify, assess and minimise risks of child abuse, how to detect potential signs of child abuse and how to report any concerns appropriately.
- We want all leaders, staff, volunteers, parents/carers and children, to be willing and able to discuss any allegations of child abuse or child safety concerns in an appropriate way, with reference to the relevant Code of Conduct and our Child Protection Reporting Procedure, usually involving the Camp Safety Person.

We commit to ongoing training, supervision and support for all people who are involved in SCKC.

RESPONDING TO COMPLAINTS AND CONCERNS

Allegations, concerns and Reporting

We work to ensure all children, staff and buddies know what to do, and who to tell, if they concerned about any behaviour towards themselves or others.

SCKC takes all allegations seriously and will report allegations as required, in accordance with our Child Safety Reporting Procedure.

We will seek guidance where appropriate from the SCKC Camp Safety Person.

Reporting

Any inappropriate behaviour will be reported through the relevant channels in accordance with our Child safety reporting procedure

Our Child Safety Reporting Procedure recognises that:

- All adults have an obligation to report information to the Police if they have a reasonable belief that an adult has committed a sexual offence against a child under 18.
- Any personnel who are mandatory reporters must comply with their duties.

Record-keeping

We keep records of all Working with Children's Checks.

We keep records of all allegations of abuse and safety concerns.

We retain application forms of both leaders and children.

All records are securely stored.

Privacy

When collecting, considering and recording personal information, SCKC will respect the privacy of the individuals involved unless there is a risk to someone's safety. We have safeguards and practices in place to ensure any personal information is protected in accordance with our privacy policy.

RISK MANAGEMENT

We have risk management strategies in place to identify, assess and minimise child abuse risks, which include risks posed by physical environments and online environments (for example, no staff or buddy is to have non-SCKC sanctioned contact with a child who has been on camp/club.

REGULAR REVIEW

SCKC conducts an annual self-review of safety.

This policy will be reviewed every two years and following significant incidents if they occur.

Notes

This Child Protection Policy is publicly available to raise awareness about the importance of child safety at Southern Cross Kids' Camps (SCKC). It demonstrates our commitment to protecting children from abuse. Child means a person under 18.

This Policy draws on the Victorian DHS policy template developed to help Victorian organisations meet the Child Safe Standards. It has been cross-checked against the National Council of Churches in Australia's policy and other resources.