



# Marian College Ararat Safeguarding Policy



<b>Policy</b>	Safeguarding Policy	<b>Date for Review</b>	Annual February 2024
<b>Version</b>	1	<b>Policy Officer</b>	KEM
<b>Date Ratified</b>	2022	<b>Principal</b>	Mrs Carmel Barker

## Overview:

Marian College is committed to providing an environment that is caring, nurturing and safe for the children, young people and adults at risk participating in our ministries and all its programs.

Marian College has adopted Safeguarding Principles to assist the College provide an environment that is safe for children, young people and adults at risk.

## Statement of Commitment to Child Safety

Child abuse includes sexual offences, grooming, physical violence, serious emotional or psychological harm, serious neglect and a child's exposure to family violence. Marian College is committed to the protection of all children from all forms of child abuse and demonstrates this commitment through the implementation of a comprehensive Child Protection Program designed to keep children safe.

At Marian College we have a zero tolerance for child abuse and are committed to acting in children's best interests and keeping them safe from harm. The College regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a child safe culture

The purpose of this policy is to set out Marian College's approach to implementing a safeguarding culture across all areas of the organisation providing services to children, young people and adults at risk, to ensure the safety and wellbeing of all within our ministries.

The safety and protection of children, young persons and adults at risk at Marian College is the responsibility of everyone involved with the organisation including Stewardship, staff, volunteers and contractors, whether or not they work in direct contact with children, young people or adults at risk.

Each person involved in Marian College's work has a duty to know, understand and comply with this policy, to be able to recognise both signs and risks of harm and know how to respond appropriately.

## The Safeguarding Principles are designed to:

- create an environment where the safeguarding and wellbeing of children and adults are the centre of thought, values and actions;
- place emphasis on genuine engagement with and valuing of children;
- create conditions that reduce the likelihood of harm to children, young people and adults;
- create conditions that increase the likelihood of identifying any harm and
- provide a framework for responding to any concerns, disclosures, allegations or suspicions of harm.

<b>PRINCIPLES</b>	THE PRINCIPLES ARE CLOSELY ALIGNED TO THE NATIONAL CATHOLIC SAFEGUARDING STANDARDS, DESIGNED TO DRIVE CULTURAL CHANGE AND BEHAVIOUR AND PROMOTE ACCOUNTABILITY AND TRANSPARENCY FOR CHILDREN, YOUNG PEOPLE AND ADULTS AT RISK.
<b>PRINCIPLE 1</b>	<b>COMMITTED LEADERSHIP, GOVERNANCE AND CULTURE</b> <i>The safeguarding of children, young people and adults at risk is embedded in Marian College's leadership, governance and culture.</i>
<b>PRINCIPLE 2</b>	<b>CHILDREN, YOUNG PEOPLE AND ADULTS AT RISK ARE SAFE, INFORMED AND PARTICIPATE</b> <i>Children, young people and adults are informed about their rights, participate in decision affecting them and are taken seriously.</i>
<b>PRINCIPLE 3</b>	<b>PARTNERING WITH FAMILIES, CARERS AND COMMUNITIES</b> <i>Families, carers and communities are informed and involved in promoting the safeguarding of children, young people and adults at risk.</i>
<b>PRINCIPLE 4</b>	<b>EQUITY IS PROMOTED AND DIVERSITY IS RESPECTED</b> <i>Equity is upheld, and diverse needs respected in policy and practice.</i>
<b>PRINCIPLE 5</b>	<b>ROBUST HUMAN RESOURCE MANAGEMENT</b> <i>People working with children, young people and adults are suitable and supported to reflect safeguarding values in practice</i>
<b>PRINCIPLE 6</b>	<b>EFFECTIVE COMPLAINTS MANAGEMENT</b> <i>Processes for raising concerns and responding to complaints are responsive, understood, accessible and used by children, young people, adults, families, carers, communities and personnel.</i>
<b>PRINCIPLE 7</b>	<b>ONGOING EDUCATION AND TRAINING</b> <i>Marian College's personnel are equipped with the knowledge, skills and awareness to keep children, young people and adults at risk safe through information, ongoing education and training.</i>
<b>PRINCIPLE 8</b>	<b>SAFE PHYSICAL AND ONLINE ENVIRONMENTS</b> <i>Physical and online environments promote safety and contain appropriate safeguards to minimise the opportunity for children, young people and adults at risk to be harmed.</i>
<b>PRINCIPLE 9</b>	<b>CONTINUOUS IMPROVEMENT</b> <i>Marian College regularly review and improve implementation of their systems for keeping children, young people and adults safe.</i>
<b>PRINCIPLE 10</b>	<b>POLICIES AND PROCEDURES SUPPORT THE SAFETY OF CHILDREN AND ADULTS</b> <i>Policies and procedures document how Marian College expects is safe for children, young people and adults at risk.</i>

## Procedures

### 1. Leadership and Oversight

- 1.1 Our commitment to providing a safe environment for children, young people and adults at risk is approved and endorsed at the highest levels of our organisation.
- 1.2 Oversight of the development, implementation and review of this Policy is carried out principally by the Safeguarding team.
- 1.3 The day-to-day implementation and management of the Policy is the responsibility of the Safeguarding team with the advice and support of the Executive Director of Kildare Ministries and the Executive Officer of Kildare Education Ministries, and in accordance with each State Legislation

### 2. Empowering Children and Young People

- 2.1 Marian College encourages a safe, inclusive and supportive environment for children and young people that involves and communicates with children, young people and their parent/carers where relevant.
- 2.2 We ensure that Marian College encourages child and parent/carer involvement, where relevant, and take steps to ensure they understand their rights and responsibilities.

### 3. Empowering Adults at Risk

- 3.1 Marian College encourages a safe, inclusive and supportive environment for adults at risk that involves and communicates with these adults and their carers where relevant.
- 3.2 Marian College recognise the importance of relationships and social connections for adults at risk and provide them (or their carers where appropriate), information about safe and respectful relationships, including through social media.
- 3.3 Marian College ensure that our ministries encourage involvement of adults at risk (and/or their carers where relevant) and take steps to ensure they understand their rights and responsibilities.

### 4. Equity and Diversity

- 4.1 Marian College recognises that children of different cultural backgrounds or those with disabilities may require additional care and support.

4.2 Marian College assures that we have strategies in place to allow for the diverse needs of these children and young people to be taken into account.

## **5. Recruitment and Selection Practices**

5.1 Marian College applies best practice standards in the recruitment and screening of staff and volunteers where they may be required to work directly or indirectly with children, ensuring that it engages the most suitable and appropriate people.

5.2 All staff, contractors and volunteers of Marian College are screened for suitability for working with children and have the appropriate Check (Working with Children or National Criminal Records) for their context, responsibilities, state legislation and local policy. It is mandatory for the members of the Stewardship Committee to hold a WWCC and National Criminal Records Check.

5.3 Should an adverse finding result from the National Criminal History Record Check Marian College will implement the process in accord with the child safe policy at the local level, to deal with such a finding.

## **6. Reporting Allegations**

6.1 Marian College has in place the process for reporting allegations of child abuse in line with State regulation and context.

6.2 Anyone with concerns about a child's safety that involves an employee, contractor or volunteer of Marian College should report to the Principal or a member of the Child Safeguarding Team

6.3 Where the concern raised is an allegation about a Principal the report should be made to the Executive Director of Kildare Education Ministries, through the Chair of the Board.

6.4 Where the concern raised is an allegation about a member of the Mission and Ministry Team, the report should be made to the Executive Director of Kildare Ministries, and where the report refers to the Executive Director to the Co-Chairs of the Trustees. Where the concern raised is an allegation about a Trustee, the report should be made to the Co-Chairs of the

	<p>Trustees, and where the report refers to the Co-Chairs to the Chair of the Members Council.</p> <p>6.5 All States and Territories make it mandatory for employees and /or heads of institutions to report grooming or abuse and reasonable suspicion of abuse of children and young persons.</p> <p>6.6 In the event of a child or young person disclosing an incident of abuse to someone they trust; it must be dealt with sensitively and professionally.</p> <p><b>7. Education and Training</b></p> <p>7.1 All Marian College, staff and volunteers receive an appropriate induction, during which they are made aware of their child safe responsibilities including reporting obligations.</p> <p>7.2 Marian College staff and volunteers are required to understand their roles, responsibilities and behaviour expected in promoting child safety and will comply with the Marian College’s Code of Conduct.</p> <p><b>8. Prevention</b></p> <p>8.1 Marian College adopts a risk management approach to identify, assess and control risk of harm to children and adults at risk.</p> <p>8.2 Procedures that are described in this and related documents propose ways to control and/or remove, as much as can be reasonably foreseen, the likelihood of children or young people or adults at risk being abused by those in positions of trust.</p> <p><b>9. Review</b></p> <p>9.1 A regular audit of the implementation of this Policy by Marian College is undertaken by the relevant committee and/or a person or organisation duly appointed to do so.</p> <p>9.2 All policies and procedures are reviewed at least once every three years and revised where necessary.</p>
<p><b>Historical Allegations</b></p>	<p><b>10. Historical</b></p> <p>Allegations of incidents that occurred prior to the launch of Kildare Ministries in 2014 (or 2017 for ministries in the Presentation Tradition) should be directed as follows:</p>

	<ul style="list-style-type: none"><li>Allegations prior to 2014 for Kildare Ministries schools in the Brigidine Tradition: Claire Pirola: <a href="mailto:pirola987@gmail.com">pirola987@gmail.com</a> Contact: <b>0417 235 407</b> Chair-Safeguarding Reference Group For Brigidine Sisters Au</li></ul>
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## The College's Child Protection Officers

A number of senior staff members are nominated as the College's Child Protection Officers. Our Child Protection Officers receive additional specialised training with respect to child protection issues. They are the first point of contact for raising child protection concerns within the College. They are also responsible for championing child protection within the College and assisting in coordinating responses to child protection incidents.

### Staff Members

All staff are required to be familiar with the content of our Child Safeguarding Policy and our Child Protection Program and their legal obligations with respect to the reporting of child abuse. It is each individual's responsibility to be aware of key risk indicators of child abuse, to be observant, and to raise any concerns they may have relating to child abuse with one of the College's Child Protection Officers.

### Direct Contact Volunteers

All Direct Contact Volunteers, as defined in this policy, are required to be familiar with the content of our Child Safeguarding Policy and our Child Safety Code of Conduct and their legal obligations with respect to the reporting of child abuse.

It is each individual's responsibility to be aware of key risk indicators of child abuse, to be observant, and to raise any concerns they may have relating to child abuse with one of the College's Child Protection Officers.

### Indirect Contact Volunteers

Indirect Contact Volunteers are those volunteers who are involved in providing support and services whilst not directly assisting a specific group of students. Indirect contact volunteers are not responsible for supervising students and would not have "unsupervised" contact with students during the normal course of providing the volunteer service.

All indirect volunteers are responsible for contributing to the safety and protection of children in the College environment. All indirect volunteers are required by the College to be familiar with our Child Safeguarding Policy and our Child Protection Program.

Examples of Indirect Contact Volunteer activities may include assisting with College functions, or the College canteen and fundraising barbeques.

## Third Party Contractors

All Third Party Contractors (service providers) engaged by the College are responsible for contributing to the safety and protection of children in the College environment. All service providers engaged by the College are required by the College to be familiar with our Child Safeguarding Policy and our Child Protection Program

The College may include this requirement in the written agreement between it and the service provider.

### External Education Providers

An external education provider is any organisation that the College has arranged to deliver a specified course of study that is part of the curriculum, to a student or students enrolled at the College.

The delivery of such a course may take place on College premises or elsewhere.

All external education providers engaged by the College are responsible for contributing to the safety and protection of children in the College environment.

All external education providers engaged by the College are required by the College to be familiar with our Child Safeguarding Policy and our Child Protection Program.

Marian College may include this requirement in the written agreement between it and the external education provider.

### Reporting Concerns

Our Child Protection Program provides detailed guidance for members of the Kildare Education Ministries Board, Stewardship Council members, staff and Direct Contact Volunteers as to how to identify key risk indicators of child abuse and how to report child abuse concerns to one of our college's nominated Child Protection Officers. It also contains detailed procedures with respect to the reporting of child abuse incidents to relevant authorities.

Third party contractors, external education providers, indirect contact volunteers, students, parents/carers or other community members who have concerns that a child may be subject to abuse are asked to contact one of the College's Child Protection Officers.

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

Whenever there are concerns that a child is in immediate danger the Police should be called on 000

The College's Child Protection Officers are:

Stephanie Saravanja

Mary-Lou Boatman

Deb Wilson

They can be contacted on 5352 3861