

# B-SAFE-01-Effective Safeguarding Policy

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## Policy statements

*Jabiru considers safeguarding to be a moral and legal duty of care which is honoured in both physical and online environments. Effective safeguarding is everyone’s responsibility.*

Jabiru is committed to ensuring the safety, wellbeing and best interests of children and young people are paramount at all times. It considers safeguarding to be the proactive approach to preventing potential harm and delivering safe and inclusive services which enable children to thrive. This is reflective of our commitment to ensure children have a sense of identity, belonging, connection, confidence, agency and wellbeing.

All children and young people have the right to be supported, empowered and protected in physically, socially, emotionally and psychologically safe environments. Jabiru acknowledges it plays a critical role in creating an environment of security as well as identifying and preventing all forms of potential harm. We acknowledge all adults must actively prevent harm, with criminal offences now applicable to any adult failing to report a belief of sexual offending (against a child).

Jabiru takes its responsibility to report broader forms of harm, suspected harm, grooming, exploitation, abuse and neglect seriously, in accordance with relevant compliance requirements. We remain alert to any form of abuse or neglect of children and young people with immediate action to be taken. Jabiru also works beyond typical supervision models to actively support families and foster

safe connected communities. We draw on child-centred, strengths-based trauma-informed practice to support and empower children and families experiencing vulnerability.

## Definitions

<b>Child abuse</b>	<p>Child abuse and neglect refers to intentional or unintentional behaviour by parents, caregivers, other adults or older adolescents that is outside the norms of conduct and results in real or potential harm to a child's physical or psychological health and wellbeing, survival, development or dignity.</p> <p>Types of child abuse include:</p> <ul style="list-style-type: none"> <li>• Physical abuse</li> <li>• Sexual abuse</li> <li>• Emotional/psychological abuse</li> <li>• Neglect</li> <li>• Exposure to family violence</li> </ul>
<b>Child sexual offence</b>	<p>A child sexual offence defined under legislation as “an offence of a sexual nature committed against a child” and includes:</p> <ul style="list-style-type: none"> <li>• Indecent treatment of a child</li> <li>• Carnal knowledge with or of a child</li> <li>• Rape</li> <li>• Incest</li> <li>• Grooming a child (or their parent or carer)</li> <li>• Making child exploitation material</li> <li>• Maintaining a sexual relationship with a child”</li> </ul> <p>These offences (actual and suspected) must be reported by all individuals 18 years and over (to the authorities) in accordance with the Criminal Code.</p>
<b>Grooming</b>	<p>Grooming describes predatory behaviour that targets children and/or adults and is designed to facilitate later sexual activity with a child. This is a criminal offence that applies where an adult communicates, by words or conduct, with a child under the age of 16 years or with a person who has care, supervision or authority for the child with the intention of facilitating the child's involvement in sexual conduct, either with the groomer or another adult.</p>
<b>Harm</b>	<p>Harm, to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing. It is immaterial how the harm is caused. Harm can be caused by—</p> <ul style="list-style-type: none"> <li>• physical, psychological or emotional abuse or neglect; or</li> <li>• sexual abuse or exploitation.</li> <li>• a single act, omission or circumstance; or</li> <li>• a series or combination of acts, omissions or circumstances.</li> </ul>

## Policy requirements

Jabiru operates within a number of regulatory and other compliance frameworks including but not limited to the National Principles For Child Safe Organisations, Human Services Quality Framework (HSQF), National Quality Framework (NQF), Criminal Codes and Child protection legislation. These serve as a baseline under which Jabiru seeks to ensure children and young people are safe and happy. Jabiru achieves this through its staff, volunteers, students on placement, contractors and consultants embedding the requirements described in this policy.

## Program Design and Service Delivery

*Our services are built on a culture of safety, diversity and respectful engagement that supports children and young people to thrive.*

- Jabiru provides safe, accessible and inclusive physical and online environments that encourage active participation, appropriate development and learning opportunities that result in individual outcomes for children.
- Jabiru acknowledges that its services and events must balance the adoption of child-led, age appropriate, adventurous learning with appropriate risk assessments to ensure the safety and wellbeing of children is upheld.
- Program activities are underpinned by appropriate pedagogies and specifically designed in a manner that meets the nuanced needs of each school community, child or young person. They contribute to outcomes for individual children and young people including connection, development, learning, safety and wellbeing.

## Integrated Quality and Risk Management

*We proactively minimise risk across all areas of Jabiru, and are consistently looking for ways to improve in everything that we do.*

- Jabiru is committed to the provision of innovative high-quality services that incorporate reflective practice, continuous improvement and review at service and enterprise levels. Our approach to quality is underpinned by national child safe principles, legislative and compliance standards, industry guidelines and best practice frameworks.
- Jabiru provides targeted health and wellbeing support for children and young people experiencing vulnerability, developmental or mental health challenges or those at risk of harm. This may include access to specialists within the organisation or drawing on partnerships with school staff and community leaders, and accessing referral pathways to external support services. This integrated approach to holistic care empowers children, families and communities to thrive.
- Our systems are underpinned by a zero-risk appetite for conduct or safety breaches. We have an enterprising approach to best practice that fosters child development, creativity, happiness and wellbeing. Risk management is embedded into all engagements and activities that involve or affect children and young people. This informs Jabiru's practices and procedures including for program planning (for groups and individuals), activity design, service models including outreach support, authorisations and supervision ratios.
- Jabiru actively seeks feedback and takes all complaints seriously. Leaders are responsible for responding to matters in a timely and professional manner. Furthermore; children, families and the community are engaged in safeguarding practice design. These resourced quality and risk improvements drive client outcomes and service ratings/accreditations.

## Safety, Incidents and Reporting

*Safety is a number one priority, and we will vigilantly monitor, report and respond to all safety breaches and concerns.*

- Jabiru fosters child wellbeing and safety through risk minimisation and the active prevention of accidents, injury, incidents or trauma. We uphold our Duty of Care through provision of safe online and physical environments, supplemented with critical incident, first aid and medical conditions management policies and procedures.
- Jabiru expects all volunteers, staff, students on placement, contractors and any other persons over 18 engaged with Jabiru in some capacity, to remain vigilant, actively monitoring

and immediately reporting all concerns or suspicions of potential harm and neglect in line with mandatory reporting requirements.

- Any safeguarding allegations, disclosures, or incidents of abuse will be responded to promptly, sensitively and professionally. Internal escalation and mandatory reporting processes will be followed by external reporting to the nominated authorities. Our approach and decisions will always be in the best interests of the child.

## Relationships and Conduct

*Our staff are suitable and supported to maintain a culture of child safety and wellbeing.*

- Staff engage with children and families in culturally appropriate ways that foster respect, understanding, choice and voice. Jabiru actively empowers children and young people to understand their rights, responsibilities and agency over their bodies, in age-appropriate ways.
- Jabiru staff and volunteers always conduct themselves in a professional and ethical manner that reflects the organisation's values, principles, mission and code of conduct. They model appropriate social relationships underpinned by positive, respectful and authentic engagement. Children are to be meaningfully engaged with attentive, sensitive and nurturing care at all times. Appropriate professional relationships restrict solitary staff engagement or contact outside of service settings (online or in-person).
- Jabiru prevents opportunities for potential harm using child based protective behaviours and preventative practices. This includes fostering appropriate behaviours between staff and children/young people at the service. Staff work with families when individual behaviours affect the safety or outcomes of other children or staff.
- Jabiru's structured recruitment, screening, and selection practices ensure we attract quality staff, appropriate to effectively care for children and young people. Retention of staff and volunteers is supported through induction, supervision, professional development and coaching activities that foster a culture of safety and professionalism. Regular training is provided to ensure our people apply contemporary practice to effectively prevent, identify and respond to safeguarding matters in accordance with their role.

## Governance, Transparency and Accountability

*We embed a commitment to child safety and wellbeing through all levels of the organisation, including clear and transparent leadership.*

- All staff, volunteers and students on practicum placement must comply with this policy. Our safety culture actively encourages and supports everyone to raise safeguarding concerns to their line manager and/or member of the executive team. The protective legislative provisions afforded to anyone making a report without direct evidence but in good faith, are extended to every Jabiru volunteer, student on practicum placement, contractor/consultant and staff member.
- Breaches of this or other Child Safe policies are to be reported to the relevant General Manager and/or the Approved Provider or their delegate. Such breaches will adhere to internal management practices which support relevant regulatory, legal or criminal judicial processes.
- The People Quality and Risk Board Sub-committee provide safeguarding oversight through regular reporting that tests the appropriateness of prevention and response strategies.

- The Jabiru Board are accountable for the safety and wellbeing of children and young people attending Jabiru services. They provide strategic leadership and critical oversight, informed by assurance activities that evidence, emerging risks and opportunities for systemic improvements.

## Document control

Policy Number	B-SAFE-01	Document Title	Effective Safeguarding Policy
Policy Owner	Board	Approved By (Date)	Board (October 2022)
Policy Author	Policy Manager		
Last Review Date	August 2022	Next Review Date	August 2023

## Appendix 1 – Relevant legislation and internal procedures

### Relevant Laws and other Provisions

- Child Protection (Mandatory Reporting – Mason’s Law) Amendment Act 2016
- Child Protection Act 1999 and Regulation 2011
- Child Protection Amendment Act 2000
- Child Protection and Other Legislation Amendment Act 2021
- Child Protection Guide
- Child Protection Reform and Other Legislation Amendment Act 2022
- Civil Liability Act 2003 and Regulation 2014
- Civil Liability and Other Legislation Amendment Act 2019
- Criminal Code (Child Pornography and Abuse) Amendment Act 2005
- Criminal Code (Child Sexual Offences Reform) and Other Legislation Amendment Act 2020
- Criminal Code Act 1899 (QLD)
- Criminal Code Act 1995 (Comm)
- Disability Services Act 2006 (QLD)
- Disability Services Act 1986 (Comm)
- Disability Services Regulation 201 (QLD)
- Disability Discrimination Act 1992
- Duty of Care
- Education (General Provisions) Act 2006
- Education and Care Services National Law Act 2010 and Regulations 2011
- Education and Other Legislation (Student Protection) Amendment Act 2003
- Enhancing Online Safety for Children (Consequential Amendments) Act 2015
- Human Rights Act 2019 (QLD)
- Human Services Quality Framework
- Limitation of Actions (Child Sexual Abuse) and Other Legislation Amendment Act 2016
- My Time, Our Place – Framework for School Age Care in Australia
- National Disability Insurance Scheme Act 2013 (Comm)
- National Standards for Disability Services (NSDS)
- National Principles for Child Safe Organisations
- The National Quality Framework (NQF) and National Quality Standards (NQS)
- Online Safety Act 2021
- The Convention on the Rights of the Child
- Universal Declaration of Human Rights
- Working with Children (Risk Management and Screening) Act 2000 and Regulations 2011

### Internal policies related to this policy

- *B-SAFE-09 Child and Youth Risk Management Strategy*
- *Jabiru Policy B-GOV-04 – Employee Code of Conduct and Protective Practices*
- *Jabiru Policy B-GOV-05 Management Code of Conduct*
- *Jabiru Policy B-GOV-17 – Promoting and Protecting Human Rights*
- *Jabiru Policy O-HR-01 – Role and Expectations of Employees*
- *Jabiru Policy O-HR-04 – Professional Development and Learning*
- *Jabiru Policy B-GOV-08 – Whistleblower policy*
- *Jabiru Policy O-PRAC-04 – Inclusion and Anti-bias*
- *Jabiru Policy O-PRAC-05 – Including Children and Young People with Special/Additional Needs*
- *Jabiru Policy O-SAFE-04 – Behaviour Support and Management*
- *Jabiru Policy O-SAFE-05 – Suspension and Exclusion*
- *Jabiru Policy O-SAFE-08 – Anti-Bullying*
- *Jabiru Policy O-MGMT-02 Managing Notifications*
- *Jabiru Policy O-MGMT-06 Complaints Handling*

### Other internal resources related to this policy

- *Jabiru SOP O-MGMT Complaints Handling*
- *Jabiru SOP B-GOV Conflict of Interest*
- *Jabiru SOP JCT-SAFE – Decision to Cease Support*
- *Terms of Reference for the People Quality and Risk Sub-Committee*

- *Board Charter*