

1. Purpose

The purpose of this policy is to operate Youth Off The Streets (YOTS) as a child safe organisation which is committed to promoting and protecting the interests and safety of children and young people.

2. Scope

This policy applies to all YOTS:

- workers, Board members and service providers.
- activities that involve, result in, or relate to contact with children and young people.

3. Principles

YOTS has a duty of care to children and young people, to take reasonable steps to keep them safe from harm and provide a safe environment. All workers, Board members and service providers are responsible for the care and protection of children and young people. YOTS upholds the following values:

- The best interests of children and young people and their protection from harm is paramount.
- Zero tolerance for child abuse, harm, and neglect.
- The rights of children and young people are understood and respected.
- Creating a culturally safe environment for all children and young people regardless of culture, gender/ gender identity, heritage, sexual identity, sexual orientation, disability/ ability, religious or spiritual beliefs.
- Concerns about safety raised by children and young people, and their parents and carers are acted upon.
- Reporting abuse is not obstructed or prevented.

YOTS supports the United Nations Convention on the Rights of the Child¹ (See Appendix A for the abridged version) recognising that children have the right to special protection because of their vulnerability to exploitation and abuse. YOTS fully complies with the child protection regulatory and legislative regime in each state in which it operates.

This policy sets out the behaviours expected of YOTS workers not just while interacting and engaging with young people but also the way we advocate and speak about young people with stakeholders. These behaviours are underpinned by the National Principles for Child Safe Organisations and the NSW Child Safe Standards which are outlined in Appendix B.²

¹ An agreement on 02/09/1990 by countries who have promised to protect children's rights. The Convention on the Rights of the Child explains who children are, all their rights, and the responsibilities of governments.

² The NSW Office of the Children's Guardian considers organisations in NSW that are implementing the National Principles will be simultaneously implementing the NSW Child Safe Standards.

4. Governance

YOTS is committed to embedding child safety across the organisation. To achieve this, YOTS has established a Child Safety Framework which is overseen by the Child Safety Committee.

4.1 Child Safety Committee

The Child Safety Committee (CSC) is comprised of representatives from: Education; Youth Services; Risk and Compliance; and the Leadership Team.

The objectives of the CSC are to:

- a) reinforce child safety by co-ordinating input from services and designing systems that support a child-safety culture and environment.
- b) inform and disseminate policies, practices, regulatory updates, and relevant child-safety concerns.
- c) communicate the importance of child safety issues.
- d) act as a conduit between staff and leadership on child safety practices and improvements.

4.2 YOTS Child Safety Framework

The YOTS Child Safety Framework consists of the internal systems and processes which are designed to ensure the safety of children and young people in our services. It includes:

- Child Safety Strategy
- Child Safe Policy
- Child Safe Code of Conduct
- Mandatory Reporting and Reportable Conduct procedures
- Induction and training
- Continuous Quality Improvement
- Incident reporting
- Student Wellbeing Officer
- Compliance monitoring
- Risk Management

Failure to comply with the framework may result in disciplinary action. Breaches of the policy/ or identified reportable conduct could also result in notification to the NSW Office of the Children's Guardian under the NSW Children's Guardian Act 2019. Outcomes from an investigation may result in termination of employment, criminal proceedings, and/or barring from child-related work under the Child Protection (Working with Children) Act 2012.

5. Risk Management

YOTS will ensure that child safety is a part of our overall risk management approach. The Audit, Risk and Finance Committee is committed to identifying and managing risks at YOTS.

Policies and procedures to minimise the risk of harm to children and young people address matters that include (but are not limited to):

- Communication Strategy
- Transportation
- Taking images of children and young people
- Supervision of children and young people
- Complaints procedures
- Whistleblowing process
- Reportable conduct
- Physical contact
- Position Descriptions covering child safe responsibilities
- Procedure for breaches of policy
- Training on cyber safety
- Protecting privacy and confidentiality
- Procedures for dealing with situations where a member is being investigated for, or is charged with, a serious criminal offence.

These policies and procedures are regularly evaluated as part of risk management. This includes the risk assessment of physical environments and child safety concerns.

6. Recruitment

YOTS undertakes a comprehensive recruitment, screening and selection process for all workers that aims to:

- promote and protect the safety of all children and young people under our care.
- identify the safest and most suitable people who share our values and commitment to protect young people; and
- prevent a person from working at YOTS if they pose a risk to young people.

Prior to commencing employment with YOTS, a worker is required to undergo:

- a) an interview by a panel who are familiar with child safe principles. Interview questions are designed to elicit information about a candidate's values, attitudes, aptitudes, and work history.
- b) background checks including the Working with Children Check (WWCC) (Appendix C) and Police Check; and
- c) reference checks.

Only Street Walk volunteers and Corporate Volunteers who volunteer for less than five days per calendar year are exempt from the WWCC.

People & Culture (P&C) will notify a worker when their WWCC is due to expire so that it can be renewed. Workers are required to notify P&C immediately if there is a change in their criminal status. YOTS workers are required to update their contact details, including any name or address changes, within three months to the Office of Children's Guardian (OCG).

7. Training

All new workers and Board members are required to undergo an induction program which includes reading and acknowledging their understanding of the:

- Child Safe Policy
- Child Safe Code of Conduct
- Mandatory Reporting Procedures
- Reportable Conduct Procedures
- Mandatory- National Child Safe Organisation Training from the Human Rights Commission for Leadership & Board members
- Mandatory- OCG Child Safety training for other staff

This induction program is accessed and maintained in the Electronic Learning Management System (ELMO). Workers are required to undergo refresher training in these policies every year.

All workers receive relevant ongoing training in child protection and other applicable matters that affect children and young people.

8. Children's and Young Person's Participation

YOTS encourages and respects the views of children and young people. Young people participate in the development of services to ensure that they are relevant to their needs. We listen to and act upon any concerns that children, young people, or their families raise with us. We teach children and young people what they can do if they feel unsafe. We value diversity. We do not tolerate bullying or discriminatory practices.

We assist children, young people, and their families to understand their rights and how to access the complaints procedures available to them. All YOTS services are required to display and distribute a feedback/complaints fact sheet outlining our complaints process and our commitment to act on feedback.

YOTS conducts an annual survey of young people, families, and carers. Survey results are shared with the YOTS Board, staff, young people and their families and carers. Feedback is used to inform continuous improvement in the organisation.

9. Reporting

YOTS recognises that, consistent with its mission, the protection of the wellbeing of children and young people is paramount. YOTS takes all concerns, complaints and allegations of abuse or suspected abuse against any child or young person in our service very seriously. They will be handled sensitively, investigated in a timely manner, and with the safety of the children and young person as the primary consideration. Workers should seek advice and report any cases of child abuse and neglect they come across to the appropriate authority in their state. In Queensland, it is obligatory³ for all adults to report sexual offences against children and young people to police.

³ Under the Queensland Criminal Code (Child Sexual Offences Reform) and Other Legislation Amendment Act 2020, from 5 July 2021, it is an offence for any adult not to report sexual offending against a child by another adult to police.

9.1 Mandatory Reporting

Mandatory reporting is the legal obligation to report known or suspected cases of abuse and neglect. Mandatory reporters must report child protection concerns to the applicable state jurisdiction authority in which YOTS operates. The professions required to mandatory report and the threshold for mandatory reporting vary in each state. See Appendix D for mandatory reporting requirements across Australia.

In NSW, all workers who work with children and young people are mandatory reporters. The threshold for reporting is where a child or young person is at risk of significant harm (ROSH)⁴. From a regulatory perspective, there are differences in terminology and reporting obligations according to state-based child protection legislation (see Appendix D). YOTS workers should discuss concerns about a child or young person's wellbeing with their manager or the Child Safety Practitioner. All mandatory reporters must follow the YOTS Mandatory Reporting Procedures.

All mandatory reports about young people in our services must be recorded as an incident in Protecht in accordance with the Risk Management Policy. Managers will monitor child safety actions as part of continuous quality improvement.

9.2 Reportable Conduct Scheme

The Reportable Conduct Scheme operates in NSW, Victoria⁵ and the ACT. YOTS workers are required to adhere to the YOTS Reportable Conduct Procedures. These procedures are based on the Reportable Conduct Scheme operating in NSW under the Children's Guardian Act 2019.

Reportable Conduct in NSW refers to an allegation about a worker or a conviction of a worker for an offence or allegation in relation to a sexual offence, sexual misconduct, ill-treatment of a child, neglect of a child, an assault against a child, an offence under section 43B or 316A (failure to report) of the Crimes Act 1900 and behaviour that causes significant emotional or psychological harm to a child⁶.

9.3 Staff Misconduct

Any complaint or grievance involving suspected staff misconduct towards children or young people in our service will be dealt with according to the YOTS Reportable Conduct Procedures. While suspected misconduct is inappropriate behaviour that is not as severe as abuse, it may be an indication that abuse is occurring.

YOTS ensures investigations into an allegation relating to conduct that may jeopardise the safety of a child or young person is conducted fairly, professionally, confidentially and in accordance with natural justice at all times. YOTS ensures cultural sensitivities are considered and taken into consideration in any investigation.

All allegations of Reportable Conduct or possible Reportable Conduct, Reportable Convictions and Reportable Allegations against a worker will be subject to an investigation in accordance with the Children's Guardian Act 2019. Reportable Allegations, Reportable Convictions and Reportable Conduct will be reported to the Office of the Children's Guardian (OCG) within the required timeframes. Outcomes from an investigation may result in termination of employment, criminal proceedings, and/or barring from child-related work under the Child Protection (Working with Children) Act 2012.

⁴ There are differences in terminology and reporting obligations according to state-based child protection legislation.

⁵ YOTS is not legally required to adhere to the Victorian Reportable Conduct Scheme.

⁶ See s20 Children's Guardian Act 2019.

10. Consultation

This policy and other child related documentation is available to the public on the YOTS website www.youthoffthestreets.com.au. Feedback on the documentation can be provided via the website.

11. Roles and Responsibilities

All workers and Board members must sign and act in accordance with the YOTS Child Code of Conduct as part of their induction, to always commit to keeping children and young people safe and acting in their best interests.

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| YOTS Board | <ul style="list-style-type: none">• has overall responsibility for the detection and prevention of child abuse; and• is responsible for ensuring that appropriate and effective internal control systems are in place. |
| Chief Executive Officer | <ul style="list-style-type: none">• has oversight of child safe investigation and reporting obligations; and• ensures that policies, procedures, and training are in place to enable all workers to meet their child safety obligations. |
| Child Safety Practitioner | <ul style="list-style-type: none">• is the primary contact person in the event of any incident or allegation coming to light; and• responds to any questions or concerns about child safety issues.• leads internal investigations as required by the Reportable Conduct Procedure• supports staff with child safety training relevant to YOTS business.• conducts internal audits, trend analysis and reporting |
| Director Organisation Capability | <ul style="list-style-type: none">• implements child safe recruitment practices and training; and• supports and oversees investigations as required by the Reportable Conduct Procedure. |
| School Principals, Managers and Team leaders | <ul style="list-style-type: none">• ensure that all workers employed in our schools are aware of relevant laws, child safe policies and procedures to meet their child safety obligations in all jurisdictions.• provide support to workers in their schools undertaking their child protection responsibilities; and• adhere to YOTS School Child Safe Procedure as outlined in the Schools Policy and Procedure Manual. |

Workers

- familiarise themselves with the Child Safe Policy.
- attend child safe training as required.
- are aware of and comply with their obligations relating to reporting concerns, allegations, and incidents of child abuse; and
- provide an environment that is supportive of all young people's emotional and physical safety.

12. Definitions

Child	<p><u>NSW</u></p> <ul style="list-style-type: none"> • under the age of 16 years and a Young Person is a person who is aged 16 years or above but under the age of 18 years. (The Children's and Young Persons (Care and Protection) Act 1998. • under 18 years of age (Ombudsman Act 1974; Child Protection (Working With Children Act 2012)). • under 12 years of age and a young person is between the ages of 12 years and 25 years (Advocate for Children and Young People Act 2014). <p><u>Victoria</u></p> <ul style="list-style-type: none"> • under 17 years of age (Children, Youth and Families Act 2005). • under 18 years of age (Child Wellbeing and Safety Act 2005). <p><u>Queensland</u></p> <ul style="list-style-type: none"> • under 18 years of age (Child Protection Act 1999). • under 18 years of age (Education General Provisions Act 2006).
Child abuse	Means all forms of physical abuse, emotional ill-treatment, sexual abuse, and exploitation of a child and includes any actions that result in actual or potential harm to a child.
Child protection	Any measure taken to safeguard children from abuse or harm.
Cultural safety	An environment that is safe for people: where there is no assault, challenge, or denial of their identity, of who they are and what they need. It is about shared respect, shared meaning, shared knowledge, and experience, of learning, living, and working together with dignity and truly listening. (Defined by the Māori nursing fraternity in New Zealand, 2008).
Grooming	<p>Any act with the aim of befriending, building rapport and gaining trust of a child for the purpose of subjecting them to abuse. Signs of grooming include giving gifts or special attention, or inappropriate touching such as tickling or wrestling with a child.</p> <p><u>Online grooming</u> is the establishment of a relationship with a child or young person online with the aim of meeting him / her in</p>

	person for sexual activity. This can include online chat or sexting, and the abuser may lie about their age or identity.
Harm	Refers to any significant detrimental effect on a child’s physical, psychological, or emotional wellbeing.
Reasonable grounds for belief	<p>A belief based on reasonable grounds (see below) that child abuse has occurred when all known considerations or facts relevant to the formation of a belief are taken into account and these are objectively assessed. Circumstances or considerations may include the source of the allegation and how it was communicated, the nature of and details of the allegation, and whether there are any other related matters known regarding the alleged perpetrator.</p> <p>A reasonable belief is formed if a reasonable person believes that:</p> <ol style="list-style-type: none"> the child is in need of protection. the child has suffered or is likely to suffer “significant harm as a result of physical injury,” or the parents are unable or unwilling to protect the child. <p>A ‘reasonable belief’ or a ‘belief on reasonable grounds’ is not the same as having proof but is more than mere rumour or speculation.</p> <p>A ‘reasonable belief’ is formed if a reasonable person in the same position would have formed the belief on the same grounds. For example, a ‘reasonable belief’ might be formed if:</p> <ol style="list-style-type: none"> a child states that they have been physically or sexually abused; a child states that they know someone who has been physically or sexually abused (sometimes the child may be talking about themselves); someone who knows a child states that the child has been physically or sexually abused; professional observations of the child’s behaviour or development leads a professional to form a belief that the child has been physically or sexually abused or is likely to be abused; and/or signs of abuse lead to a belief that the child has been physically or sexually abused.
Sexual abuse	Occurs when an adult or another child or young person uses power and authority to involve a child in sexual activity. It can be physical, verbal, or emotional.
Worker	Means a person who performs work in any capacity for a person conducting a business or undertaking. A worker includes employees, apprentices, trainees, contractors or subcontractors, an employee of the contractor or subcontractor, employees of a labour hire company, work experience students, outworkers, and volunteers.

13. Related Documents

Child Safe Code of Conduct
Child Safety Committee Charter
Child Safety Strategy
Code of Conduct
Complaints Policy
Complaints Procedure
Information Technology Policy
Mandatory Reporting Procedure
Performance – Disciplinary Guidelines
Recruitment Policy
Recruitment and Selection Guidelines
Reportable Conduct Procedure
Risk Management Policy
Whistleblowing Policy

14. Legislation

Commission for Children and Young People Act 1998
Community Services (Complaints, Reviews & Monitoring) Act 1993
NSW Children and Young Persons (Care and Protection) Regulation 2012
NSW Children and Young Persons (Care and Protection) Amendment Act 2018
NSW Children’s Guardian Act 2019
NSW Children’s Guardian Amendment (Child Safe Scheme) Bill 2021
NSW Crimes Act 1900
NSW Ombudsman Act 1974
NSW Working With Children Act 2012
Queensland Child Protection Act 1999
Queensland Child Protection Reform and Other Legislation Amendment Bill 2021
Queensland Criminal Code Act 1899
Queensland Criminal Code (Child Sexual Offences Reform) and Other Legislation Amendment Act 2020
Queensland Education (General Provisions) Act 2006
Queensland Working with Children (Risk Management and Screening) Act 2000
Queensland Working with Children (Risk Management and Screening) Regulation 2020

15. Document Status

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Appendix A: United Nations Convention on the Rights of the Child (abridged)

Article 1: Everyone under 18 years of age has all the rights in this Convention.

Article 2: The Convention applies to everyone whatever their race, religion, abilities, whatever they think or say, whatever type of family they come from.

Article 3: All organisations concerned with children should work towards what is best for each child.

Article 4: Governments should make these rights available to children.

Article 5: Governments should respect the rights and responsibilities of families to guide their children so that, as they grow up, they learn to use their rights properly.

Article 6: Children have the right to live a full life. Governments should ensure that children survive and develop healthily.

Article 7: Children have the right to a legally registered name and nationality. Children also have the right to know their parents and, as far as possible, to be cared for by them.

Article 8: Governments should respect a child's right to a name, a nationality and family ties.

Article 9: Children should not be separated from their parents unless it is for their own good. For example, if a parent is mistreating or neglecting a child. Children whose parents have separated have the right to stay in contact with both parents, unless this might harm the child.

Article 10: Families who live in different countries should be allowed to move between those countries so that parents and children can stay in contact, or get back together as a family.

Article 11: Governments should take steps to stop children being taken out of their own country illegally.

Article 12: Children have the right to say what they think should happen when adults are making decisions that affect them and to have their opinions taken into account.

Article 13: Children have the right to get and to share information, as long as the information is not damaging to them or to others.

Article 14: Children have the right to think and believe what they want and to practise their religion, as long as they are not stopping other people from enjoying their rights. Parents should guide children on these matters.

Article 15: Children have the right to meet with other children and young people and to join groups and organisations, as long as this does not stop other people from enjoying their rights.

Article 16: Children have the right to privacy. The law should protect them from attacks against their way of life, their good name, their family and their home.

Article 17: Children have the right to reliable information from the media. Mass media such as television, radio and newspapers should provide information that children can understand and should not promote materials that could harm children.

Article 18: Both parents share responsibility for bringing up their children and should always consider what is best for each child. Governments should help parents by providing services to support them, especially if both parents work.

Article 19: Governments should ensure that children are properly cared for and protect them from violence, abuse and neglect by their parents, or anyone else who looks after them.

Article 20: Children who cannot be looked after by their own family must be looked after properly by people who respect their religion, culture and language.

Article 21: When children are adopted the first concern must be what is best for them. The same rules should apply whether children are adopted in the country of their birth or if they are taken to live in another country.

Article 22: Children who come into a country as refugees should have the same rights as children who are born in that country.

Article 23: Children who have any kind of disability should receive special care and support so that they can live a full and independent life.

Article 24: Children have the right to good quality health care, clean water, nutritious food and a clean environment so that they will stay healthy. Richer countries should help poorer countries achieve this.

Article 25: Children who are looked after by their local authority rather than their parents should have their situation reviewed regularly.

Article 26: The Government should provide extra money for the children of families in need.

Article 27: Children have the right to a standard of living that is good enough to meet their physical and mental needs. The government should help families who cannot afford to provide this.

Article 28: Children have the right to an education. Discipline in schools should respect children's

human dignity. Primary education should be free. Wealthier countries should help poorer countries achieve this.

Article 29: Education should develop each child's personality and talents to the full. It should encourage children to respect their parents, their cultures and other cultures.

Article 30: Children have the right to learn and use the language and customs of their families, whether or not these are shared by the majority of the people in the country where they live, as long as this does not harm others.

Article 31: Children have the right to relax, play and to join in a wide range of leisure activities.

Article 32: Governments should protect children from work that is dangerous or that might harm their health or education.

Article 33: Governments should provide ways of protecting children from dangerous drugs.

Article 34: Governments should protect children from sexual abuse.

Article 35: Governments should make sure that children are not abducted or sold.

Article 36: Children should be protected from any activities that could harm their development.

Article 37: Children who break the law should not be treated cruelly. They should not be put in a prison with adults and should be able to keep in contact with their family.

Article 38: Governments should not allow children under 15 to join the army. Children in war zones should receive special protection.

Article 39: Children who have been neglected or abused should receive special help to restore their self-respect.

Article 40: Children who are accused of breaking the law should receive legal help. Prison sentences for children should only be used for the most serious offences.

Article 41: If the laws of a particular country protects children better than the articles of the Convention, then those laws should override the Convention.

Article 42 Governments should make the Convention known to all parents and children.

The Convention on the Rights of the Child has 54 articles in all. Articles 43-54 are about how adults and governments should work together to make sure that all children get all their rights. Go to www.unicef.org/crc to read all the articles.

Appendix B: Child Safe Standards by Jurisdiction

JURISDICTION	STANDARDS
<p>Australia wide</p> <p>Council of Australian Governments (CoAG)</p>	<p><u>National Principles for Child Safe Organisations</u></p> <ol style="list-style-type: none"> 1. Child safety and wellbeing is embedded in organisational leadership, governance and culture. 2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously. 3. Families and communities are informed and involved in promoting child safety and wellbeing. 4. Equity is upheld and diverse needs respected in policy and practice. 5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. 6. Processes to respond to complaints and concerns are child focused. 7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training. 8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed. 9. Implementation of the national child safe principles is regularly reviewed and improved. 10. Policies and procedures document how the organisation is safe for children and young people.
<p>New South Wales</p> <p>Office of the Children’s Guardian</p>	<p><u>Child-Safe Standards</u></p> <ol style="list-style-type: none"> 1. Child safety is embedded in organisational leadership, governance and culture. 2. Children participate in decisions affecting them and are taken seriously. 3. Families and communities are informed and involved. 4. Equity is upheld and diverse needs are taken into account. 5. People working with children are suitable and supported. 6. Processes to respond to complaints of child abuse (or other concerns) are child focused. 7. Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.

JURISDICTION	STANDARDS
	<ol style="list-style-type: none"> 8. Physical and online environments minimise the opportunity for abuse to occur. 9. Implementation of the Child Safe Standards is continuously reviewed and improved. 10. Policies and procedures document how the organisation is child safe.
<p>Queensland</p> <p>Blue Card Services</p> <p>Chapter 8, Part 3, Working with Children (Risk Management and Screening) Act 2000</p>	<p><u>Child and Youth Risk Management Strategy</u></p> <ol style="list-style-type: none"> 1. A statement of commitment to the safety and wellbeing of children and the protection of children from harm. 2. A code of conduct for interacting with children and young people. 3. Written procedures for recruiting, selecting, training and managing staff and volunteers. 4. Policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines. 5. A plan for managing breaches of the risk management strategy. 6. Policies and procedures for managing compliance with the blue card system. 7. Risk management plans for high risk activities and special events.
<p>Victoria</p> <p>Commission for Children and Young People</p> <p>Child Wellbeing and Safety Amendment (Oversight and Enforcement of Child Safe Standards) Bill 2016</p>	<p><u>Child Safe Standards</u></p> <ol style="list-style-type: none"> 1. Strategies to embed an organisational culture of child safety, including through effective leadership arrangements. 2. A child safe policy or statement of commitment to child safety. 3. A code of conduct that establishes clear expectations for appropriate behaviour with children. 4. Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel. 5. Processes for responding to and reporting suspected child abuse. 6. Strategies to identify and reduce or remove risks of child abuse. 7. Strategies to promote the participation and empowerment of children.

Appendix C: Working With Children Screening Programs

JURISDICTION	LEGISLATION	TYPE OF PROGRAM	VALIDITY
New South Wales	Child Protection (Working with Children) Act 2012 (NSW)	Individuals are responsible for their own application for certification. Employers operating within a child-related industry are required to register online with the NSW Office of the Children's Guardian and are required to subsequently conduct online verification of new paid employees' clearance. Existing paid workers and all volunteers (new and current) also need to have their clearance validated online.	5 years
Queensland	Working with Children (Risk Management and Screening) Act 2000 (Qld)	Individuals are required to apply for a WWCC, known as a 'Blue Card' in Queensland. Blue Cards allow individuals to engage in child-related occupations/volunteering. Organisations providing child-related services must also have policies and procedures in place to identify and minimise the risk of harm to children. These policies and procedures are monitored by the Public Safety Business Agency.	3 years
Victoria	Working With Children Act 2005(Vic.)	Individuals are required to apply for a WWCC. The check allows individuals to engage in child-related occupations/volunteering and practical training.	5 years

Note: WWCCs are not transferable between states and territories. Exemptions for visitors: In 2012, state and territory governments agreed on a standard exemption that allows people to work interstate for a brief period of time; namely, up to 30 days in a 12-month period, without obtaining a WWCC in the new location (Commonwealth Government, 2015).

Appendix D: Mandatory Reporting Requirements across Australia

STATE	WHO IS MANDATED TO NOTIFY?	WHAT IS TO BE NOTIFIED?	WHAT IS MANDATORY TO REPORT?	APPLICABLE LEGISLATION	WHERE TO REPORT?
Australian Capital Territory	A person who is: a doctor; a dentist; a nurse; an enrolled nurse; a midwife; a psychologist; a teacher at a school; a person authorised to inspect education programs, materials or other records used for home education of a child or young person under the Education Act 2004; a police officer; a person employed to counsel children or young people at a school; a person caring for a child at a child care centre; a person coordinating or monitoring home-based care for a family day care scheme proprietor; a public servant who, in the course of employment as a public servant, works with, or provides services personally to children and young people or families; the public advocate; an official visitor; a minister of religion, religious leader or member of the clergy of a church or religious denomination; a person who, in the course of the person's employment, has contact with or provides services to children, young people and their families and is prescribed by regulation.	A belief, on reasonable grounds, that a child or young person has experienced or is experiencing sexual abuse or non-accidental physical injury; and the belief arises from information obtained by the person during the course of, or because of, the person's work (whether paid or unpaid).	Person under the age of 18 years. Physical abuse Sexual abuse	s356 Children and Young People Act 2008 (ACT)	ACT Government Community Services Directorate http://www.communityservices.act.gov.au/ocyfs/child-and-youth-protection-services/reporting-child-abuse-and-neglect Mandated Reporters: 1300 556 728 General Public: 1300 556 729 After Hours Crisis Services: 1300 556 729
New South Wales	A person who, in the course of his or her professional work or other paid employment delivers health care, welfare, education, children's services, residential services or law enforcement, wholly or partly, to children: and a person who holds a management position in an organisation, the duties of which include direct responsibility for, or direct supervision of, health care, welfare, education, children's services, residential	Reasonable grounds to suspect that a child is at risk of significant harm; and those grounds arise during the course of or from the person's work.	Person under the age of 16 years. Physical abuse Sexual abuse Emotional / psychological abuse Neglect Exposure to family violence	Sections 23 and 27 of the Children and Young Persons (Care and Protection) Act 1998 (NSW)	Department of Family and Community Services https://reporter.childstory.nsw.gov.au/s/ If you are a mandatory reporter, you can make non-imminent suspected risk of significant harm reports to the Child Protection Helpline

STATE	WHO IS MANDATED TO NOTIFY?	WHAT IS TO BE NOTIFIED?	WHAT IS MANDATORY TO REPORT?	APPLICABLE LEGISLATION	WHERE TO REPORT?
	services or law enforcement, wholly or partly, to children.				either by using eReporting or by phone. All urgent reports must be made by phone to the Helpline.
Northern Territory	Any person with reasonable grounds.	A belief on reasonable grounds that a child has suffered or is likely to suffer harm or exploitation.	Person under the age of 18 years Physical abuse Sexual abuse Emotional / Psychological abuse Neglect Exposure to physical violence. (e.g., child witnessing violence between parents at home)	s15, s16 and s26 of the Care and Protection of Children Act 2007 (NT)	Department of Health and Families https://territoryfamilies.nt.gov.au/ Child Abuse Hotline 1800 700 250 operates 24 hours a day, 7 days a week.
	A health practitioner or someone who performs work of a kind that is prescribed by regulation.	Reasonable grounds to believe a child aged 14 or 15 years has been or is likely to be a victim of a sexual offence and the age of difference between the child and offender is greater than 2 years.	Person 14 or 15 years Sexual Abuse		
Western Australia	Doctors, nurses and midwives, teachers or boarding supervisors and police officers.	Belief on reasonable grounds that child sexual abuse has occurred or is occurring.	Person under the age of 18 years Sexual abuse	s124A and 124B of the Children and Community Services Act 2004	Department for Child Protection and Family Support Business Hours; contact the nearest local office; Contact

STATE	WHO IS MANDATED TO NOTIFY?	WHAT IS TO BE NOTIFIED?	WHAT IS MANDATORY TO REPORT?	APPLICABLE LEGISLATION	WHERE TO REPORT?
	Court personnel, family counsellors, family consultants, family dispute resolution practitioners, arbitrators or legal practitioners independently representing the child's interests.	Reasonable grounds for suspecting abuse or ill treatment, or at risk of abuse or ill treatment or exposed or subjected to behaviour that psychologically harms the child.	Physical abuse Sexual abuse Neglect	s5, s160 Family Court Act 1997 (WA)	details can be found at www.dcp.wa.gov.au After Hours Only Crisis Care: 1800 199008 or 08 92231111
Tasmania	Medical practitioners; registered or enrolled nurses; persons registered under the Health Practitioner Regulation National Law (Tas) in the midwifery, dental (dentists, dental therapist, hygienist or oral health therapist) or psychology professions; police officers; probation officers; principals and teachers in any educational institution including kindergartens; persons who provide child care or a child care service for fee or reward; persons concerned in the management of an approved education and care service, within the meaning of the Education and Care Services National Law (Tas) or a child care service licensed under the Child Care Act 2001; a member of the clergy of any church or religious denomination; a member of the Parliament of this State; any other person who is employed or engaged as an employee for, of, or in, or who is a volunteer in, a government agency that provides health, welfare, education, child care or residential services wholly or partly for children, and an organisation that receives any funding from the Crown for the provision of such services; and any other person determined by the Minister by notice in the Gazette to be prescribed persons.	A belief, suspicion, on reasonable grounds or knowledge that: a child has been or is being abused or neglected or is an affected child within the meaning of the Family Violence Act 2004; or there is a reasonable likelihood of a child being killed or abused or neglected by a person with whom the child resides or while a women is pregnant that there is reasonable likelihood that after the birth of the child the child will suffer abuse or neglect, or may be killed by a person with whom the child is likely to reside, or the child will require medical treatment or other intervention as a result of the behaviour of the woman or another person with whom the woman resides or is likely to reside, before the birth of the child.	Person under the age of 18 years Physical abuse Sexual abuse Emotional / psychological abuse Neglect Exposure to family violence	s3, 4, 13 and 14 Children, Young Persons and Their Families Act 1997 (Tas.)	Department of Health and Human Services http://www.dhhs.tas.gov.au/children/child_protection_services Child Safety Services, call 1300 737 639 at any time.

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Victoria	Registered medical practitioners, nurses, midwives, a person registered as a teacher or an early childhood teacher under the Education and Training Reform Act 2006 or teachers granted permission to teach under that Act; principals of government or non-government schools within the meaning of the Education and Training Reform Act 2006; police officers, a person in religious ministry, out-of-home care workers (excluding voluntary foster and kinship carers), early childhood workers, youth justice workers and registered psychologists.	Belief on reasonable grounds that a child is in need of protection on a ground referred to in Section 162(c) or 162(d). A reasonable belief that a sexual offence has been committed in Victoria against a child under 16 years by a person over 18 years must be disclosed to a police officer.	Person under the age of 18 years Physical abuse Sexual abuse Sexual Offence	s182(1) a–e, 184 and 162 c–d of the Children, Youth and Families Act 2005 s327 of the Crimes Act 1958	Department of Human Services: Monday - Friday 9.00 am - 5.00 pm http://www.dhs.vic.gov.au/for-individuals/children,-families-and-young-people/child-protection/child-protection-contacts After Hours Ph.: 13 12 78 (5.00pm - 9.00 am Monday - Friday, 24 hours on weekends and public holidays).
South Australia	Medical Practitioners, pharmacist, nurses, dentists, psychologists, police officers, corrections officers, social workers, minister of religion, volunteers and employees of religious organisations teachers, childcare workers, employee/volunteers /managers working with children and supervising services in health, welfare, education, sporting or recreational services and residential services.	Reasonable grounds that a child has been or is being abused or neglected; and the suspicion is formed in the course of the person’s work (whether paid or voluntary) or carrying out official duties	Person under the age of 18 years Physical abuse Sexual abuse Emotional / psychological abuse Neglect	s6, s10 and s11 of the Children’s Protection Act 1993 (SA)	The Department for Child Protection: https://www.childprotection.sa.gov.au/ Child Abuse Report Line (CARL) on 131 478
Queensland	An authorized officer, a public service employee employed in the department, a person employed in a departmental care service or licensed care service.	Awareness or reasonable suspicion that a child in care (departmental care service or licensee) has suffered or is suffering or is at unacceptable risk of suffering significant harm caused by physical or sexual abuse.	Person under the age of 18 years Physical abuse Sexual abuse	Part 1AA s13F Child Protection Act 1999 (QLD)	Department of Communities, Child Safety and Disability Services: https://www.communities.qld.gov.au/childsafety/protecting-children/reporting-child-abuse

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	Relevant persons: doctors, registered nurses, teachers, police officer (under direction of Commissioner) person engaged to perform a child advocate function (under legislation) an early childhood education and care professional.	Has a reasonable suspicion that a child has suffered or is at an unacceptable risk of suffering significant harm caused by physical or sexual abuse and may not have a parent able or willing to protect the child from the harm.	Physical abuse Sexual abuse	Part 1AA s13e Child Protection Act 1999 (QLD)	Child Safety Services: 1800 811 810 (during normal business hours). 1800 177 135 or 07 3235 9999 (operates 24 hours a day, 7 days a week).
	Staff members at a school.	Reasonably suspect, in the course of their employment at the school that a student has been or is likely to be sexually abused by another person.	Student under 18 years; includes pre-prep, distance education and students with a disability engaged in special education at the school. Sexual abuse	s366 Education (General Provisions) Act 2006 (QLD)	Must report to the School Principal in writing School Principal must report to the Police