

# ID. KNOW YOURSELF CHILD SAFEGUARDING POLICY



## Purpose

This policy exists to protect children from harm and abuse in the delivery of ID. Know Yourself programs and activities, to affirm our organisation's commitment to the safety of children and to ensure that we do not perpetuate or reinforce systematic or structural abuse and discrimination of children.

ID. Know Yourself is a child-safe organisation that provides a range of mentoring programs and experiences for Aboriginal and Torres Strait Islander children and young people in or affected by Out of Home Care or from low socioeconomic circumstances. Children range from 6 to 18 years of age, and a key function of the organisation is to establish and maintain a safe environment for all children and to always serve their best interests.

This policy also ensures the equal access and protection of children from vulnerable groups and culturally and linguistically diverse communities. The cultural needs and expression of every child is part of the fabric of their identity and must be met to ensure their social and emotional wellbeing, that they feel safe in their own skin.

## Scope

This policy applies to any person who represents ID. Know Yourself, including but not limited to staff and volunteers, directors, officers, board members, interns, secondees, consultants (**Staff**). It applies at all times, both during and outside normal working hours. It applies to personnel of partner organisations while they are working with ID. Know Yourself and its programs.

## Definitions

Term	Definition
Child	Any person under the age of eighteen years.
Child abuse	The abuse of a child's rights to life, survival and development, and includes all forms of physical, emotional, spiritual and sexual abuse, as well as domestic or family violence, neglect, sexual exploitation or child labour.
Child protection	Any activity, procedure or initiative designed to protect children from any form of harm, in particular harm arising from child abuse or neglect.
Child safe	An environment that has an open and aware culture around child safety and protection, and understands what the risks of child abuse look like, is bound by a comprehensive child safeguarding policy and frameworks, provides a voice to children, and everyone is encouraged to report any allegations, disclosures or concerns.
Domestic or family violence	This includes verbal, physical, sexual or emotional violence within the household or family that the child either witnesses or experiences.
Emotional abuse	A persistent attack on a child's self-esteem, including name-calling, threatening, ridiculing, intimidating or isolating a child.
Grooming	Building the trust of a child or their carer to gain access to that child in order to sexually abuse them. Indicators involve but are not limited to developing special relationships with a child, inappropriate interactions, or testing or ignoring professional boundaries.
Neglect	The persistent failure or denial, where there are means, to provide a child with clean water, food, shelter, sanitation or supervision/care to the extent that it risks the child's health and development.
Physical abuse	Where a person purposefully injures, or threatens to injure, a child by, for example, slapping, punching, kicking, shaking, burning, shoving or grabbing. Physical abuse also includes providing a child or young person with alcohol, poison or illicit drugs.
Sexual abuse	When a child is used by another child or adult for their own sexual stimulation or gratification, whether or not there is physical contact. Sexual abuse includes all forms of sexual activity that involve children, including communication with children via digital technology or exposing children to pornographic images.
Sexual exploitation	Where a child is sexually abuse or exploited in return for cash or for kind.

## Policy statement

ID. Know Yourself is committed to protecting children from harm, exploitation and abuse. Adults must, at all times, treat all children with dignity and respect and must endeavor to actively promote and prioritise the right of every child to feel physically and emotionally safe.

The child safeguarding and protection policy is guided by the following principles:

<b>Best interests of the child</b>	Every initiative, decision and program at ID. Know Yourself is guided by the fundamental principle that we serve the best interests of every child that comes into our care.
<b>Zero tolerance of abuse</b>	ID. Know Yourself will not tolerate any form of child abuse by any person working within the program or representing the organisation in any way.
<b>Shared responsibility</b>	ID. Know Yourself believes that child protection and safeguarding is a shared responsibility, in that our ability to successfully implement our initiatives and create a safe environment is dependent on all of our representatives committing to and upholding this policy.
<b>Risk management</b>	ID. Know Yourself will ensure that risks of child abuse are identified, monitored and reasonably managed in assessing all activities and initiatives.
<b>Confidentiality, fairness and wellbeing</b>	Any matter, allegation or concern raised under this policy or the Child Safeguarding Code of Conduct will be dealt with in a fair, confidential and timely manner to ensure the safety and wellbeing of all persons involved.
<b>Respect</b>	ID. Know Yourself believes that respect is central to ensuring a safe environment emotionally, psychologically and culturally for every person interacting with the organisation.

### A. Implementation

ID. Know Yourself upholds its commitment to safeguarding the welfare of every child in its care, and ensures that this commitment is shared by all of its representatives and is integrated into our work through the following means:

Measure	Description
Child Safeguarding Code of Conduct	A Code of Conduct that must be signed and returned by every staff member and volunteer that works with the organisation. This ensures that all representatives of ID. Know Yourself are given clear guidance on minimizing risks to children and the standards of behavior required of them at all times.
Recruitment screening procedures	A framework around screening procedures, interview and referee questions, and standards that all applicants are to be held to during the recruitment process for all positions with ID. Know Yourself.
Child Safeguarding toolkit	Implementation guidelines and minimum standards with tips and tools to support the integration of this policy into the work of ID. Know Yourself in its programs and the wider community.
Reporting procedures	Clear procedures for all adults and children on reporting any known or suspected breaches of the Child Safeguarding Code of Conduct or Policy, and information about how those breaches and reports will be handled.
Ethical content guidelines	Guidelines around informed consent, capturing photographs or other content, storing information, and using personal information or content involving children that ensures that all decision-making involving this content incorporates this Policy's principles.
Risk management processes	An overview of risk management and clear guidelines for assessing, mitigating and reviewing any child safeguarding risks, including how to integrate these into the design and planning of any activity, event or program.
Training	Requirements for all ID. Know Yourself staff and volunteers to participate in training and information seminars on child safeguarding and protection, cultural awareness and sensitivity, and dealing with persons who have experienced trauma. This includes training at all stages of employment, from induction to continuing education.
Nomination of Child Safeguarding Delegates	The nominated Child Safeguarding Delegates are to be clearly identified and their contact information accessible.
Standards applied to partners and affiliates	Standards and expectations required of any working agreements and contracts with partners or affiliates of ID. Know Yourself that are to be integrated into agreements and made known during initial discussions and planning.

## **B. Reporting and responding**

Every adult must report any conduct directly seen or suspected, or any allegation or disclosure of conduct that does not comply with this Policy or the Child Safeguarding Code of Conduct. Children are to be encouraged to report any conduct that does not comply with this Policy and are to be regularly reminded or informed of their rights to feel safe and disclose/take action if they do not feel safe.

Any response to an allegation of abuse must be undertaken with the utmost confidentiality, sensitivity and care for the wellbeing of the child involved. Where there is an investigation into an adult for conduct that is in breach of this Policy or the Child Safeguarding Code of Conduct, that adult is to be immediately removed from any duties that involve contact with children.

## **C. Breaches**

Breaches of this Policy and the Child Safeguarding Code of Conduct will not be tolerated and may result in disciplinary procedures, change of duties, suspension or termination of employment (other termination of contractual agreement with ID. Know Yourself).

## **D. Review and monitoring**

All staff and volunteers are responsible for monitoring the application of this Policy and should provide feedback on its effectiveness. This policy will be reviewed every three years.

It is the responsibility of the CEO to ensure that the policy is reviewed, but both of the Child Safeguarding Delegates will be responsible for enhancing this policy and incorporating lessons learned into subsequent versions. In undertaking any review, feedback will be sought from stakeholders.