

# policy **Mandatory Reporting**

## **RATIONALE:**

- All children have a right to feel safe and to be safe. As teachers, we have a legal and moral responsibility to respond to serious incidences involving abuse and neglect of the children with whom we have contact, and to report instances that we believe involve physical abuse, sexual abuse or neglect.

## **AIMS:**

- To ensure that childrens' rights to be safe are maintained and each child is protected against physical and sexual abuse, and neglect.

## **IMPLEMENTATION:**

- All members of the Teaching Service are mandated by law to report signs of physical and/or sexual abuse, and neglect. When staff members form a reasonable belief that a child or young person has been harmed or is at risk of harm, they are ethically bound to take action to protect the safety and wellbeing of that child or young person.
- New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
- Staff will be complete online mandatory reporting course annually.
- All concerns must be reported immediately to the Principal, or in his/her absence, the Assistant Principal.
- The Principal/Assistant Principal will keep a record of all discussions about a student with whom there is a concern.
- The teacher and/or the Principal class officer will contact the Department of Human Services by telephone as soon as possible to make an official notification on: **1300 664 977**
- Members of the Department of Human Services, or associated support or intervention services that visit the school following a notification, will interview staff and children in the presence of a Principal class member or his/her nominee.
- All reports and subsequent discussions and information are to be recorded and remain strictly confidential.
- All incidents to be monitored, and any subsequent signs or indications of abuse are also to be reported.
- While only mandated by law to report incidents of physical and sexual abuse, and neglect; teachers are also encouraged to report incidents of emotional abuse or neglect.

## **EVALUATION:**

This policy will be reviewed as part of the school's three year review cycle.