

# Child Safe Culture Policy

We acknowledge, value and respect people of all cultures, sexualities, beliefs, abilities, genders, and ages, and support their rights of access, equity and participation. We understand that carers in Tasmania, whilst sharing the common theme of caring for a family member or friend, have diverse lived and living experiences, and fundamentally we believe that carers are the experts in their own lives.

## Introduction

Carers Tasmania Limited and Care to Serve Limited is committed to ensuring a culture of safety and wellbeing for children and young people.

## Purpose

This document outlines how the organisation demonstrates this commitment.

## Authorisation

This policy is issued under the authority of the Chief Executive Officer (CEO) and approved by the Board. The Board may authorise amendments to this policy at any time.

## Scope

All employees, including volunteers and (sub)contractors of the organisations are required to observe the terms of this policy.

## Definitions

Safeguarding	Protecting the welfare and human rights of people. This refers to any responsibility or measure undertaken to protect a child or young person from harm; particularly those that might be at risk of abuse, neglect or exploitation.
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## Policy Statement

Carers Tasmania and Care2Serve believes that we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them.

To ensure a child safe culture, the 10 National Principles for Child Safe Organisations, released by the Australian Human Rights Commission in 2019 in response to recommendations made by the Royal Commission into Institutional Responses to Child Sexual Abuse, have been embedded as part of the organisation's overarching safeguarding framework.

## The National Principles are:

- Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously
- Families and communities are informed and involved in promoting child safety and wellbeing
- Equity is upheld and diverse needs respected in policy and practice
- People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
- Processes to respond to complaints and concerns are child focused
- Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
- Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed
- Implementation of the national child safe principles is regularly reviewed and improved
- Policies and procedures document how the organisation is safe for children and young people

In embedding these, Carers Tasmania / Care2Serve will:

- Appoint a Safeguarding Officer to uphold the commitment of the organisation toward the safety and wellbeing of children and young people
- Recruitment, onboarding, and supervision processes ensure a culture which supports this commitment
- Employees undertake training as part of onboarding [Child Safe E-Learning Modules](#)
- Ensure employees, including sub-contractors and volunteers are made aware of the actions required to safeguard children and young people, and to promote and protect their rights
- Provide clear policies and procedures which help identify harm and abuse and give clear direction about how to respond appropriately
- Work in partnership with children and young people, their parents and guardians where possible
- Comply with the Child and Youth Safe Standards and Reportable Conduct Scheme
- Ensure the effectiveness of this policy is monitored and reviewed

## Roles and Responsibilities

Board	Responsible for oversight of the implementation and monitoring of safeguarding practice and culture
Chief Executive Officer (CEO)	Appointed as Safeguarding Officer, the CEO has responsibility to ensure that all aspects safeguarding processes are followed and incidents reported in a timely manner. If absent, the Executive Manager Carer Services has been appointed /nominated /designated as SO.
Executive Manager	

Finance Corporate Services (EMFCS)	Responsible for recording of Working with Vulnerable People checks and ensuring safeguarding mechanisms through onboarding and induction and training processes.
Executive Manager Carer Services	Appointed as back-up Safeguarding Officer if the CEO is unavailable. Responsibility to ensure that all aspects safeguarding processes are followed and incidents reported in a timely manner.
Executive Managers and Supervisors	Promote a positive culture towards inclusiveness and safeguarding. Ensure that there are appropriate controls in place to prevent, detect and respond to incidents; and facilitate the reporting of any suspected abuse, neglect or exploitation. Working safely with children and compliance with this policy and code of conduct should be part of ongoing performance review.
All staff and volunteers	Provide an environment that is supportive of everyone's emotional and physical safety; report any incident to the appropriate authority in accordance with the policy when it is reasonable to suspect that a person's safety or welfare is at risk.
Contractors and sub-contractors	Abide by the terms of this policy; and report any suspicion that an incident may have taken place, is taking place, or could take place.

## Breach of Policy

All employees are expected to conform with this policy. In proven instances where employees or management do not abide by the policy, disciplinary action may result.

## Legislation, standards and processes

### Legislation

- Children Young Persons and Their Families Act 1997 (Tas)
- Child and Youth Safe Organisations Bill 2022 (Tas)

### Associated documents and processes

- Child and Youth Safe Practice Guidelines
- Child Safe Statement of Commitment
- Inclusiveness and Safeguarding Policy
- Incident Management Policy
- Incident Management Procedure – carer
- Service Practice Policy

### Alignment to standards

This policy supports the following standards:

- DHHS Quality & Safety Standards 1, 2, 4, 6

- ISO 9001:2016 6.1; 7.2; 7.3; 8.4.1; 8.4.2; 8.4.3; 8.5.1
- Royal Commission's recommended Child Safe Standards 1-10
- ASES Standards Certificate Level 2022
- Rainbow Tick Standards

## Quality references

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<b>Contact Officer:</b>	Chief Executive Officer

## Authorising Officer

**David Brennan**  
**Chief Executive Officer**