**CHILD SAFETY POLICY**

All members of the Ivanhoe Girls’ Grammar School community, including students, staff, board members, contractors and volunteers, are responsible for supporting the safety, participation, wellbeing and empowerment of children and are required to uphold the School’s commitment to child safety at all times and zero tolerance of child abuse\(^1\) both at School and outside of school hours, including:

- Treating everyone with respect and courtesy
- Taking all reasonable steps to protect children from abuse, including listening and responding to the concerns of children, either for themselves and/or others
- Promoting the cultural safety, participation and empowerment of all children, especially of aboriginal/racial/ethnically/culturally/linguistically/gender diverse backgrounds and those with a disability
- Educating all members of the School community to understand, identify, discuss and report child safety matters
- Promoting child safety within the School, on all School activities and in all School digital environments
- Reporting any child safety concerns to the Principal or Director of Corporate Services and ensure any allegation of abuse is reported to the Police and Department of Human Services. A confidential email address for the reporting of any child safety concerns, [childsafetyconcernreport@ivanhoegirls.vic.edu.au](mailto:childsafetyconcernreport@ivanhoegirls.vic.edu.au) is also available. Reports may also be discussed with the School’s nominated Child Safety Officers (as listed in the Appendix). All mandated staff are also required to fulfil their mandatory reporting responsibilities.

Ivanhoe Girls’ is committed to supporting the wellbeing of all its students and staff and will provide confidential support to those who disclose and/or report child abuse or are otherwise linked to suspected child abuse. The care and wellbeing of any victim of child abuse is of paramount importance to the School with both support and counselling available.

Any allegation of child safety concerns will be taken very seriously and will be dealt with according to the School’s policies and procedures and Ministerial Order 870.

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\(^1\) child abuse includes:

- a) any act committed against a child involving –
  - i. a sexual offence; or
  - ii. an offence under section 49B(2) of the *Crimes Act 1958* (grooming); and
- b) the infliction, on a child, of –
  - i. physical violence; or
  - ii. serious emotional or psychological harm; and
- c) serious neglect of a child.
APPENDIX : CHILD SAFETY POLICY – CHILD SAFETY OFFICERS

Ivanhoe Girls’ Grammar School has appointed the following Child Safety Officers to assist all members of the School Community, including students, staff, Board Members, contractors and volunteers with any child safety concerns.

For 2016, Ivanhoe Girls’ Child Safety Officers are:

- Director of the ELC
- Head of Junior School
- Deputy Head of Junior School
- Year 7 Coordinator
- Year 8 Coordinator
- Year 9 Coordinator
- Year 10 Coordinator
- Year 11 Coordinator
- Year 12 Coordinator
- School Counsellors (Registered psychologists)

All may be contacted through the School’s telephone 9490 6222 or email iggs@ivanhoegirls.vic.edu.au