



The Child Safety Policy was written to demonstrate the strong commitment of the College to child safety, and to provide an outline of the policies and practices that we have developed to keep our students safe, including from abuse or other harm.

This policy, as amended from time to time, and applies to all Hill College staff, students and included volunteers in all college environments, both physical and online locations.

STATEMENT OF COMMITMENT TO CHILD SAFETY

All children and young people who are involved in Hill College have the right to feel and be safe. Hill College is committed to providing a child safe and child friendly environment where children and young people are safe and feel safe and are able to actively participate in decisions that affect their lives.

We have zero tolerance for child abuse and other harm and are committed to acting in students' best interests and keeping them safe from harm.

The College regards its child safe responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture.

Each member of the College community has a responsibility with the utmost important as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture.

The College's Statement of Commitment to Child Safety has been designed to reflect the National Principles of Child Safe Organisations.

CHILD SAFETY POLICY

Children and Young People's Rights

Hill College is a child safe and child-centred community. Our environment is friendly and welcoming to all children and young people.

We actively seek to include our students in decisions that affect them. This includes decisions about organisational planning, delivery of services, classroom learning and assessment environments.

We ensure students know about their rights to safety, information and participation. We recognise friendships and support from peers. We actively seek to understand what makes students feel safe in our college and regularly communicate with students about what they can do if they feel unsafe.



Child Safety Program

All students need to know and believe that every effort will be made to ensure their safety. All students deserve respect, care and protection.

The College is committed to the effective implementation of our child safety program and ensuring that is appropriately reviewed and updated regularly. We adopt a risk management approach by identifying key risk indicators and assessing child safety risks based on a range of factors including the nature of the College's activities, physical and online environments, and the characteristics of the student body.

Our child safety program relates to all aspects of protecting children from abuse, grooming and other harm and establishes work systems, practices, policies, and procedures to protect children from abuse and to promote a child safe environment. It includes:

- A Child Safety Code of Conduct
- Clear information as to what constitutes child abuse, grooming and other harm and associated key indicators of child abuse, grooming and other harm
- Clear procedures for responding to and reporting child safety incidents or concerns internally, and for responding incidents or allegations of child abuse, grooming or other harm
- Strategies to support, encourage and enable Staff, Volunteers, Contractors, External Education Providers, parents/guardians and students to understand, identify, discuss, and report child safety matters
- Procedures for recruiting and screening members of Staff and Volunteers
- Procedures for reporting to external agencies, including Mandatory Reporting to the Department of Communities' Reporting Service, Reporting to Police, and for making a report of Reportable Conduct
- Pastoral care strategies designed to empower students and keep them safe
- Strategies to support and encourage the participation and inclusion of Aboriginal and Torres Strait Islander students, students from culturally and/or linguistically diverse backgrounds, and students with a disability
- Child safety training for staff
- Information regarding the steps to take after a disclosure of abuse, grooming or other harm to protect, support and assist children
- Guidelines with respect to record keeping and confidentiality
- Policies to ensure compliance with all relevant laws, regulations and standards (including the National Principles for Child Safe Organisations)
- A system for continuous review and improvement of policies and procedures

As part of Hill College's induction process all Staff, Volunteers, Contractors and External Education Providers are required to complete induction in our Child Safety Policies, practices and procedures. All Staff and College Council members also receive refreshers and ongoing child safe training regularly.

Staff and volunteers are supported and supervised by the College's Head-mastery team to ensure they are compliant with the College's approach to child safety.



Reporting Child Safety Incidents or Concerns to the College

Our Child Safety Program provides detailed guidance for Staff on how to identify key indicators of child abuse, grooming and other harm and how to report child safety incidents or concerns internally at the College. It also contains detailed procedures with respect to the reporting of child safety incidents or concerns to relevant external authorities.

Students at the College are provided with information about and are encouraged to use multiple pathways to raise child safety incidents or concerns about or at the College. These include informal and formal ways. Students can raise a concern by:

- Emailing the Head-mastery team at head@hillcollege.org
- Completing the Student Complaint Report at <https://cognitofrms.com/HILLCOLLEGE1/StudentComplaintReport> (linked in [MyCollege](#))
- Arranging a meeting with the Headmaster – in person or online

Community members including parents/guardians who have child safety concerns or who suspect that a child or young person associated with the College may be subject to abuse, grooming or other harm can contact:

- The Headmaster by emailing charlie@hillcollege.org
- If the concern relates to the Headmaster, the Headmistress by emailing nyomi@hillcollege.org

Any person can also contact the Headmaster or Headmistress if they have concerns regarding the College's leadership in relation to child safety.

Communications will be treated confidentially on a "need to know basis".

Mandatory Reporting

Mandatory reporters must report a belief, based on reasonable grounds in the course of their work, paid or unpaid, that a child has been or is being sexually abused. This may be based on but not limited to:

- Reports of abuse by a third party;
- Disclosure of information provided by a child or parent/carer;
- Observed evidence of physical and/or behavioural indicators.

A mandated report is also protected from liability. If a report is made in good faith, they will not incur any civil or criminal liability by making a report.

Mandatory Reporters

Teachers, boarding supervisors, Ministers of religion and school nurses are all mandatory reports. Education assistants, business operations staff, school chaplains, school psychologists and volunteers are examples of who work with children but are not mandatory reports. All people working, whether



mandatory reports or not, should continue to report reasonable beliefs about sexual abuse.

Hill College staff are not mandatory reports and should a belief is made, should imminently report to the Head-mastery to inform Great Southern Grammar Principal – refer to section *Hill College's Reporting*

Forming a Belief

A teacher, nurse or boarding supervisors can form the necessary belief, based on reasonable grounds, by noting the presence of indicators, disclosures, injuries, signs, symptoms, and behaviours that heighten concerns about child sexual abuse.

If the staff member forms a belief or suspicion that sexual abuse has occurred or is occurring, the staff member may consult the Principal for guidance. However, it is the staff member's responsibility to make the report directly to the Mandatory Reporting Service when a reasonable belief or suspicion that sexual abuse is formed. – *Great Southern Grammar staff*

Hill College's Reporting

Hill College will engage with Great Southern Grammar or relevant organisation/school depending on the child to ensure that the reporting of a child's sexual abuse is taking place. If a Hill College staff member is informed of sexual abuse, they must imminently report to the Head-mastery team and to the Great Southern Grammar Principal. If the child does not inform GSG, the Head-mastery will inform GSG imminently and explain at best ability of the report.

Hill College will strictly remain confidential with Great Southern Grammar (or relevant organisation/school) to ensure the safety and privacy of the child.

Record Keeping

The College is committed to the best practice of record keeping. In maintaining records of child safety incidents or concerns, the College maintains confidentiality and privacy of students and families in accordance with federal and state privacy legislation.

Strategies for Minimising Abuse, Neglect or Grooming

Staff Conduct & Electronic Communication

Staff may not enter into a personal relationship with current students via social media as this may exceed the accepted bounds of a teacher/student relationship and may leave the staff member open to allegations of improper conduct. Staff should not store student personal mobile phone numbers in their personal phones unless temporarily to ensure the safety of children.



Recruitment and Selection of Staff, Volunteers and Contractors

Hill College has a careful selection of staff and training process to ensure all new employees, volunteers and contractors are adequately screened (if applicable), trained and supervised. The Head-mastery team are required to ensure all employees, volunteers and contractors are supervised and must report back if necessary of all beliefs, incidents, or other concerns.

Cyber Safety

Ensuring the safe use of ICT by our students is a priority for Hill College. The College has rigorous cyber safety practices in place, which include cyber safety GSG ICT Use Agreements for school staff and students. The overall goal of the school is to create and maintain a cyber safety culture which is in keeping with the values of the school, legislative and professional obligations.

The *Criminal Code Amendment (Cyber Predators) Act 2006* is legislation in Western Australia that protects children under the age of 16, or that the offender believes is under the age of 16, from an adult who uses electronic communications with the intent to procure the child to engage in sexual activity; or to expose the child to any indecent matter.

Development and Improvement to Child Safety

Hill College is committed to ensuring the safety of the children and young people in our community, and we are continuously improving our approaches and strategies for our child safety commitment. In the development of new strategies, Hill College will engage with the students impacted and relevant community for their response and decision towards changes.

We ensure our students and relevant communities know about the College's operations and policies, including its Child Safety Policy, recording keeping, practices, risk management, and complaints and investigation processes. We actively seek to include students and relevant communities in decisions about organisational planning, delivery of services, management of facilities, and classroom learning and assessment environments (both physical and online).



REFERENCE/COMPLAIANCE

The following documents are associated/referenced with this policy:

- [National Principles for Child Safe Organisations](#)
- [National Office of Child Safety Complaint Handling Guide](#)
- [Great Southern Grammar Child Safety Policy](#)
- [Great Southern Grammar Mandatory Reporting Procedures](#)
- [Great Southern Grammar Student Code of Conduct](#)
- [Scotch College Child Safety Policy](#)
- [Hale School Child Safety Policy](#)
- [Hale School Child Protection & Mandatory Reporting Policy](#)
- *Children and Community Services Act 2004*
- *Children and Community Services Amendment Act 2008*
- *Criminal Code Act 1913*
- *Criminal Code Amendment (Cyber Predators) Act 2006*
- *Civil Liability Laws*
- *Education Act 1999 (WA)*

POLICY CONTROL

Inquiries

Please contact charlie@hillcollege.org for policy inquiries, including editing, compliance, or reporting.

Approval

Date	By	Signature
23/03/2024	Headmaster	
14/08/2024	Headmaster	