

# MANDATORY REPORTING POLICY

## Rationale

All students have a right to feel safe and to be safe. All professionals working with students and/or their families share the responsibility of protecting children. As staff members, we have a legal and moral responsibility to respond to incidences involving abuse of the students with whom we have contact, and to use our professional judgement of available information to ensure that the reporting is appropriate to the situation (to report instances that we believe involve emotional abuse, physical abuse, sexual abuse or neglect).

## Aims

To ensure that the safety and well being of children are maintained by putting the needs of children first and that each child is protected against physical and sexual abuse or neglect.

## Implementation

- All members of the Teaching Service are mandated by law to report signs of physical and/or sexual abuse.
- DEECD requires staff to complete an online training module regarding Mandatory reporting annually.
- All concerns must be reported immediately to the Principal Class.
- Staff to whom the disclosure is made are encouraged to discuss the disclosure with a Principal class member.
- New staff, including student teachers will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
- The Principal will keep a record of all discussions about a student with whom there is a concern.
- If it is decided that there are grounds for a report to be made to Department of Human Services the Principal Class or Student *Wellbeing Officer* will make notification.
- 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 only in the presence of a Principal class member or his/her nominee.

## Evaluation:

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

This Policy was last ratified by School Council in

August 2014