Partnership with families  
7th September to 11th September 2020

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are:

* ensuring everyone who works, volunteers or studies at the Service is aware of the requirements under child protection laws to identify children who may be being abused or neglected, and to report these cases of child abuse or neglect to relevant authorities. If you have any questions about our child protection practices please feel free to discuss them with me
* reviewing our Child Protection Policy and our Child Safe Policy.Summaries follow:

**Child Protection Policy**

The Approved Provider, Nominated Supervisor, employees, volunteers and students will:

* be trained in their child protection obligations so they can confidently
  + identify indicators of abuse
  + manage disclosures or suspicions of abuse/neglect
  + report abuse/neglect to relevant authorities including any made involving employees, volunteers, students
  + prepare accurate records to assist investigations and store them securely
* always take anything a child says seriously and follow up their concerns
* maintain the confidentiality of all parties involved in an investigation
* keep their child protection clearance current (eg working with children check) unless exempted under the law.

**Child Safe Policy**

Our Service commits to an environment and practices which are consistent with the 7 Child Safe Standards:

1. Strategies to embed an organisational culture of child safety, including through effective leadership arrangements
2. A child safe policy
3. A code of conduct that establishes clear expectations for appropriate behaviour with children
4. Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel
5. Processes for responding to and reporting suspected child abuse
6. Strategies to identify and reduce or remove the risk of abuse
7. Strategies to promote the participation and empowerment of children

Many of the practices and procedures which support these standards are embedded in our existing policies including Educator and Management Policy (eg Code of Conduct, visitors), Child Protection Policy, Relationships with Children Policy (eg positive behaviour management), Staffing Arrangements Policy (eg ratios, qualifications, Working with Children Checks), Social Media Policy (eg posting rules), Technology Usage Policy (eg viewing content) and Additional Needs Policy.

There are copies of the policies near the sign in/out sheet. Please take a moment to read them.

We value any feedback you may have.

Nominated Supervisor