



Child Safety and Wellbeing Policy

Policy Type: Council Policy Policy Owner: Chief Executive Officer	Policy No. CP-126 Last Review Date: New policy
--	---

Policy Objective

To demonstrate the City's commitment to the safety and wellbeing of children and young people through the implementation of the National Principles for Child Safe Organisations, and to outline the ways the city implements this commitment in everything it does.

Policy Scope

This Policy covers all employees of the City, Elected Members, volunteers, and contractors.

This Policy applies at all times and across all the facilities and operations of the City.

The Policy does not apply to individuals, groups or organisations that hire the City's facilities. In this context, the City does not have oversight, control, responsibility, or accountability for third parties to uphold legal and moral compliance for child safety, or to be a child safe organisation. However, the City recognises that it is uniquely placed within the local community to demonstrate leadership in supporting organisations to be child safe to protect children from harm or abuse. The City will support local organisations to be child safe by sharing resources, information and raising awareness about the importance of the National Principles for Child Safe Organisations.

Policy Statement

As a child safe organisation, the City is committed to providing welcoming, safe, and accessible environments where children and young people feel safe, valued, listened to, and considered in decisions that affect their lives. At the core of this commitment is our collective agreement to have a zero tolerance to child abuse.

Underpinned by a child-rights approach and based on the standards recommended by the Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission), the National Principles for Child Safe Organisations are designed to build capacity and deliver child safety and wellbeing in organisations. The City is committed to upholding these principles.



National Principles for Child Safe Organisations

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

Child Safety in our Codes of Conduct

The City's Codes of Conduct reflect the parameters outlined in this Policy and are anchored by the City's commitment to child safety and wellbeing and reflect the National Principles for Child Safe Organisations.

Roles and Responsibilities

All employees of the City, Elected Members, volunteers, and contractors are responsible for:

- Keeping children and young people safe from harm and protecting them from abuse. This is both a legal requirement and an ethical obligation.
- Understanding, complying with, and promoting this Policy.
- Doing all they can to engage in child safeguarding practices to prevent, report and respond immediately to any child safety and wellbeing concern, including participating in investigations as required.
- Immediately reporting any child safety and wellbeing concerns or complaints in accordance with this Policy.



Definitions / Abbreviations Used in Policy

Child	Means any person who is under the age of 18 years.
Child abuse	Child Abuse includes physical abuse, sexual abuse, emotional abuse, and neglect.
Child safeguarding	Child safeguarding refers to an organisations responsibility to ensure that its people, programs, and partners do not harm children. It includes organisational policy, procedures, and practice to prevent children from being harmed as well as steps to respond when harm occurs. The focus of this document is Child safeguarding.
Child safety and wellbeing concerns or complaints	An allegation, disclosure, concern, or belief on reasonable grounds: <ul style="list-style-type: none">• that a child has suffered, or is likely to suffer child abuse, including physical abuse, sexual abuse, emotional abuse, or neglect.• about reportable conduct of a City of Melville representative, including about sexual offenses, sexual misconduct, physical assault, and significant neglect.• about the behaviour, including grooming behaviours, of a City of Melville representative.• dissatisfaction with the city about its products, services, event, or facility in relation to children.• the action or lack of action by the city, which results in harm, or the risk of harm to children.• breaches or failures to comply with the Child Safety and Wellbeing Policy or the City's Code of Conduct.
City of Melville representative	Includes City of Melville Elected Members, employees, volunteers, work experience individuals, and contractors (and sub/contractors) delivering work on behalf of the city.
Reportable conduct	The WA Reportable Conduct Scheme includes the following types of reportable conduct: <ul style="list-style-type: none">• Sexual offences against, with or in the presence of a child.• Sexual misconduct against, with or in the presence of a child.• Physical assault against, with or in the presence of a child.• Significant neglect of a child.• Significant emotional or psychological harm to a child.

References that may be applicable to this Policy

Legislative Requirements:

Children and Community Services Act 2004
Working with Children (Screening) Act 2004
The Commissioner for Children and Young People Act 2006
The Civil Liability Act 2002
Childcare Services Act 2007
Equal Opportunity Act 1984
Local Government Act 1995
Work Health and Safety Act 2020
Freedom of Information Act 1992



Occupational Health and Safety Act 1984
Privacy Act 1988
Parliamentary Commissioner Amendment (Reportable
Conduct) Act 2022

Other Plans, Frameworks, Documents Applicable to Policy:

Our Council Plan for the Future 2024-2034
Directions from Young People Youth Strategy 2022-2025
Safer Melville Plan 2023-2027
Reconciliation Action Plan 2024-2027
Disability Access and Inclusion Plan 2024-2029
CP-084 Disability Access and Inclusion Policy
CP-101 Complaints Management Policy
CP-023 Procurement Policy
CP-002 Stakeholder Engagement Policy
CP-109 Cultural Awareness Policy
CP-106 Elected Members social media Policy

Delegated Authority No:

ORIGIN/AUTHORITY

Ordinary Meeting of Council

10/12/2024

Item No.

33

Reviews

Insert name of Council Meeting

Insert date of meeting

Insert Item No.

Changes to this document can only be made by the Responsible Officer via a System Improvement Request
Printed version is uncontrolled and valid only at the time of printing