

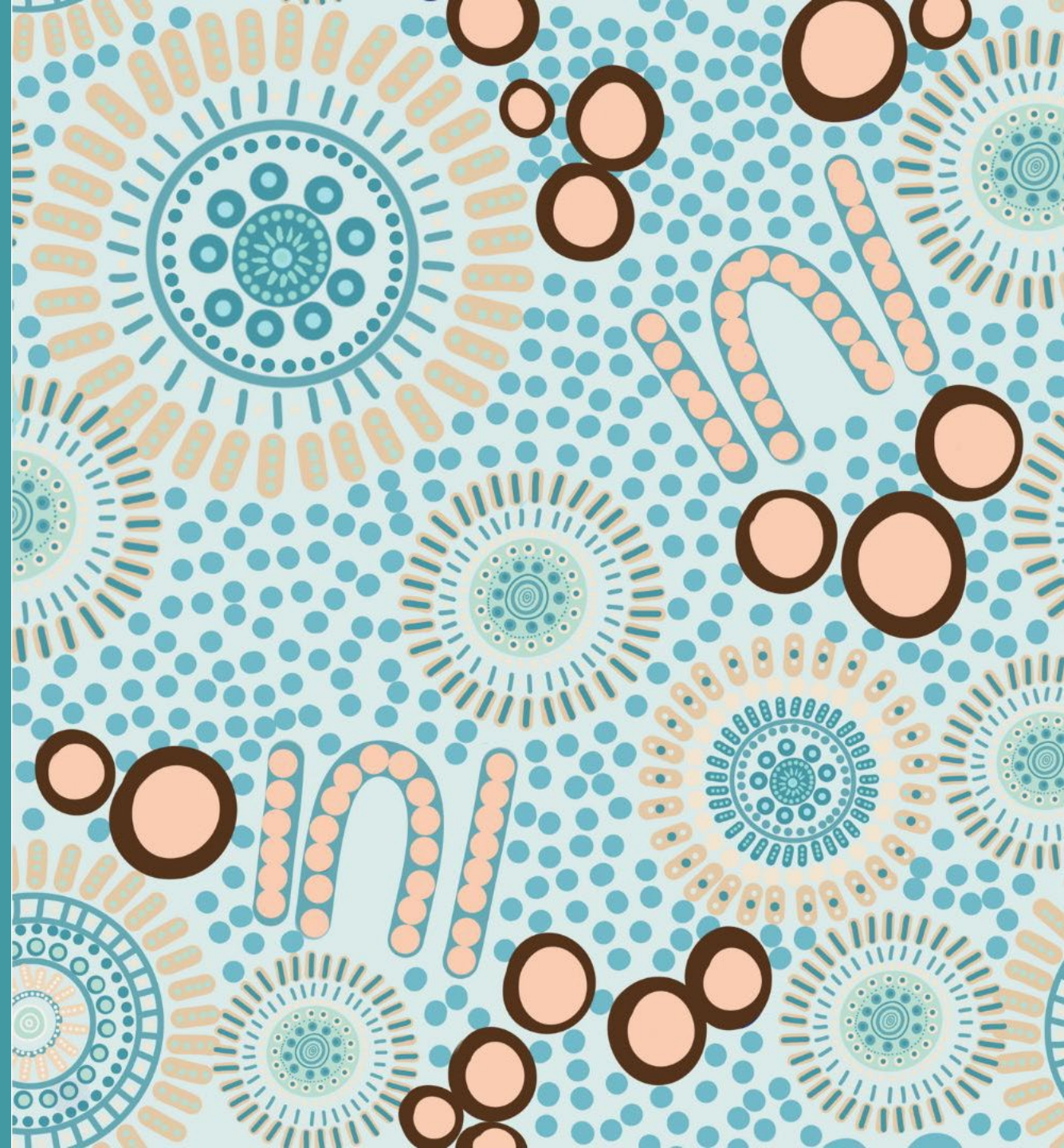


# Creating a Child Safe Organisation

We wish to acknowledge the  
Traditional Custodians of the  
lands we meet on today, the  
Whadjuk Noongar people and  
recognise their continuing  
connection to the land, waters  
and community

We pay our respects to Elders  
past and present and extend  
that respect to all Aboriginal  
and Torres Strait Islander  
peoples.

artwork by Bigi Nagala







**Mentimeter code:  
4690 7408**

<https://www.menti.com>

# Standard 4.3:

Risks to learners,  
staff and the RTO are identified and  
managed

# Standard 4.3 (d)

Where the RTO offers training or assessment to learners under 18, risks to their safety and wellbeing are identified and managed consistent with principles for child safe organisations

...having regard to the training content and mode(s) of delivery

# National Guidance Materials

To comply with Standard 4.3(d), RTOs are expected to:

- Apply the National Principles of Child Safe Organisations, and
- Be aware of regulatory requirements like obligations for Mandatory Reporting

View the Online Guidance Hub at the [TAC Website](https://www.wa.gov.au/tac) for guidance details







# Introducing Fiona Costello

Child Safe Manager  
WA Council of Social Service  
(WACOSS)

# Child Safe Organisations

*Making WA organisations safer for children and young people*

*Presenter: Fiona Costello*





# This content is big – take care

Organisations that can provide support:

- Lifeline - 13 11 14
- QLife - 1800 184 527
- Yarn – 13 92 76
- Bravehearts - 1800272831
- Blue Knot Foundation - 1300657380
- MensLine Australia - 1300 789 978
- BeyondBlue - 1300 22 4636

# Purpose of today

To provide you with knowledge about:

- **The Registered Training Organisation's (RTO's) role in keeping young learners safe.**
- **Raise awareness** of the National Principles
- What are RTOs reporting obligations under the Reportable Conduct Scheme

# Learning Outcomes

At the end of this webinar, you should be able to understand and have gained knowledge on:

- **What is a Child Safe Organisation and how it relates to RTOs**
- **Understanding of the** National Principles
- RTOs reporting obligations under the Reportable Conduct Scheme
- Strategies RTOs can put in place to manage key risks



# The Royal Commission into Institutional Responses to Child Sexual Abuse



The WA Government has accepted 310 of the 409 Royal Commission's recommendations over a 10-year implementation program.

# The Royal Commission into Institutional Responses to Child Sexual Abuse

My Message to Australia

MY COURAGE TO CONTINUE COUNTED & I DID MATTER.

I WASN'T A NOBODY!

**Keeping  
children safe  
is everyone's  
responsibility**





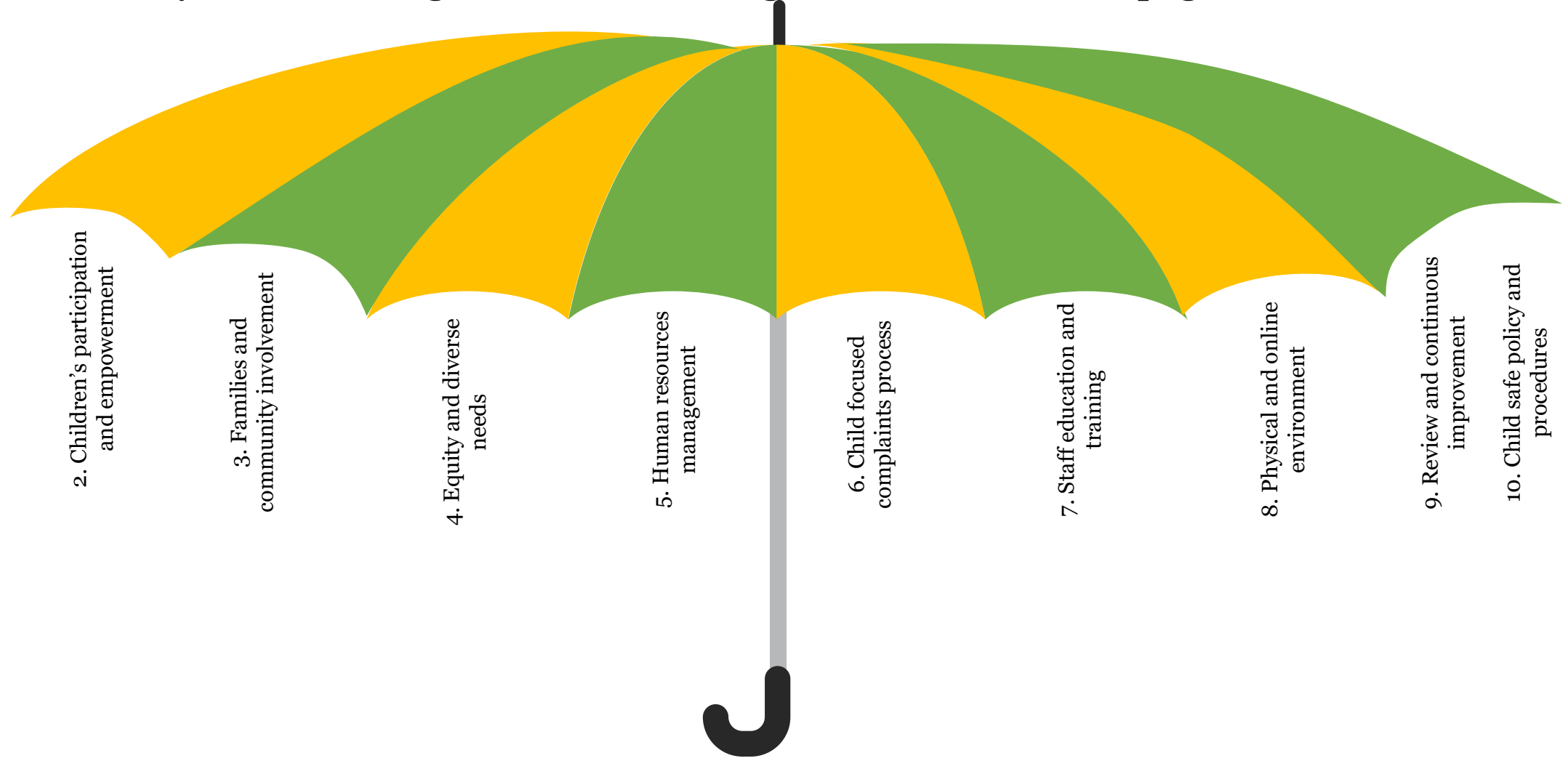


# What is a Child Safe Organisation?



# National Principles for Child Safe Organisations

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture



# National Principle 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture



- Child Safe Commitment Statement
- Child Safe and Wellbeing Policy
- Child Safe Code of Conduct
- Complaints Management Policy
- Human Resource Policy
- Risk Management Plan



# Scenario

## **Transforming the Culture at Blue Ridge Training Centre**

### **Background:**

The Blue Ridge Training Centre (BRTC) provides various training programs for VET students and work placements, including Certificate 3 in Hospitality, Certificate 2 in sports and recreation, and Certificate 3 in community services. Recently, BRTC committed to adopting a child-focused culture that prioritises child safety, particularly for students aged 14-17. The director, Mr. Harris, wants to ensure this culture permeates every aspect of the organisation.

### **Situation:**

A trainee named Emily, attending the program, confides in a staff member, Ms. Jordan, about feeling uncomfortable around a third-party contractor who often isolates her from the group. Ms. Jordan reports the concern to Mr. Harris.

**What action should the BRTC take?**

# Key Takeaways

- Adopt a child-focused culture that is committed to child safety
- Puts the best interests of children as the highest priority
- Treated concerns seriously and act upon them
- Strong Governance

# National Principle 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously



# Scenario

## **The Student Safety Committee**

### **Background:**

Greenwood High School has recently revised its Child Safety Policies. The principal, Ms. Reynolds, believes that involving students in these policies is crucial. She decided to form a Student Safety Committee (SSC) composed of various student cohorts, including some representing the VET in Schools program, teachers, and a parent representative.

### **Situation:**

During the first meeting of the SSC, Ms. Reynolds presents the new child safety policies and opens the floor for discussion. Several students share their thoughts and concerns, and some raise issues about areas they feel unsafe, such as certain isolated spots on the playground and lack of awareness about who to talk to if they have concerns.

**How can the school address this issue?**

# Principle 3: Families and communities are informed and involved in promoting child safety and wellbeing





# Principle 4: *Equity is upheld, and diverse needs are respected in policy and practice.*



# Scenario

## **Background:**

Harmony Training Centre (HTC) offers various programs for students, including, Certificate III in Sports and Recreation, Business Management and Community Services. The Centre serves a diverse community, with students from different cultural, linguistic, and socioeconomic backgrounds. Recently, HTC committed to upholding equity and respecting diversity in all its policies and practices.

## **Situation:**

A new student, Ahmed, who recently arrived from a non-English-speaking country, joins the Certificate III in Sport and Recreation traineeship program. Ahmed struggles to understand the lessons and feels isolated from his peers.

**How should HTC address Ahmed's immediate needs to ensure he feels included and supported?**

# Principle 5: People working with children and young people are suitable and supported to reflect child safety and well-being values in practice.



# Scenario

## **Background:**

Sunshine RTO Centre is hiring a third-party contractor, Ms Anderson, to join their team as a Community Service Trainer. The centre has recently revamped its recruitment and induction processes to better align with child safety standards. Ms. Kim, the HR Manager, is responsible for conducting the reference checks and overseeing the induction process for Ms. Anderson.

Ms. Kim received Ms. Anderson's application, which includes references from two previous employers. However, one reference is vague and lacks specific details about her suitability for working with children.

**What steps should Ms. Kim take to ensure a thorough reference check?**

# Principle 6: Processes to respond to complaints and concerns are Child Focused





# Scenario

## **Background:**

Jonathan Lord, a former YMCA childcare worker, was convicted of multiple counts of child sexual abuse. The case highlighted significant failures in the organisation's procedures for vetting staff, responding to complaints, and ensuring child safety.

## **Situation:**

The newly appointed Child Safety Officer at the YMCA training centre, Ms Patel, is tasked with reviewing and strengthening the centre's policies and procedures in considering lessons learned from the Jonathan Lord case. When they asked several children to participate in the process, the children mentioned feeling uncomfortable around a new staff member, Mr. Smith. They are hesitant to report their concerns, fearing they won't be believed.

During this workshop, Ms Patel realises many children do not know how to report their concerns or whom to approach.

**What actions should Ms Patel take?**

# Scenario

Back to Ms Patel,

After the workshop, a teacher, Emma, approached Ms Patel, advising that a child disclosed to her that she was inappropriately touched by Mr Smith. Ms Patel is unsure of the exact steps to take.

**I want you to consider what initial responses you would put in place if this situation occurred at your RTO?**

# Options to consider

- Immediate Response and Support
- Internal Reporting
- External Reporting
- Investigation and Risk Management
- Communication and Confidentiality
- Review and Improvement

# What is the Reportable Conduct Scheme

- The types of conduct covered by the Scheme will include:
  - Sexual offences;
  - Sexual misconduct;
  - Physical assault; and
  - Significant neglect of a child; and
  - Any behaviour that causes significant emotional or psychological harm to a child.
- A reportable allegation is any information that leads a person to form the belief on reasonable grounds that an employee of an organisation covered by the Scheme has engaged in reportable conduct.

# What do organisations need to do?

Systems

- You must ensure that your organisation has systems in place which prevent reportable conduct and which enable the reporting, notification and investigation of allegations or convictions of child abuse by employees.

Notify

- You must notify the Ombudsman within **7 working days** of becoming aware of a reportable allegation or conviction.

Investigate

- You must investigate the allegation or conviction of reportable conduct.

Outcomes

- You must report the outcome of the investigation to the Ombudsman, including findings, submissions from the employee and any actions taken or proposed to be taken (or reasons if no action taken).



# ***Principle 7: Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training***



# Principle 8: Physical and online environments promote safety and well-being while minimising the opportunity for children and young people to be harmed



# Principle 8: Risk Management

**1. Understand the context**

**2. Identify the Risk**

**3. Analyse the likelihood**

**4. Risk Mitigation and  
Monitoring**

# Principle 8: Risk Management

## 3 Analyse the likelihood

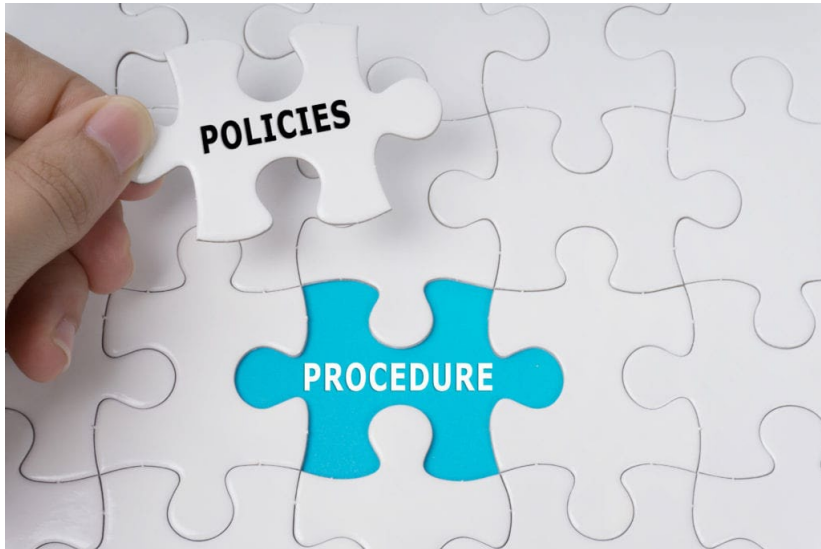
Likelihood	Risk level				
	Almost certain	Medium	High	High	Extreme
Likely	Medium	Medium	High	Extreme	Extreme
Possible	Low	Medium	High	High	Extreme
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Medium	Medium	High
<b>Consequence</b>	Insignificant	Minor	Moderate	Major	Catastrophic

# *Principle 9: Implementation of the National Principles is regularly reviewed and improved*





# Principle 10: *Policies and procedures document how the organisation is safer for children and young people*



- Child Safe Commitment Statement
- Child Safe and Wellbeing Policy
- Child Safe Code of Conduct
- Complaints Management Policy
- Human Resource Policy
- Risk Management Plan

## Recap: What is a Child Safe Organisation?

A child-safe organisation aims to reduce the likelihood of inappropriate behaviour by making systematic and permanent changes to the social, online and physical environment:

- Create conditions that reduce the likelihood of harm occurring
- Create conditions that increase the likelihood of harm being discovered
- Respond appropriately to disclosures, allegations or suspicions of harm

# Useful Resources

1. Knowledge Hub [Child safe organisations \(www.wa.gov.au\)](http://www.wa.gov.au)
2. National Office of Child Safety [Resource library | National Office for Child Safety](#)
3. Human Rights Commissioner [E-learning modules \(humanrights.gov.au\)](http://humanrights.gov.au)
4. Ombudsman WA Reportable Conduct Scheme [Ombudsman Western Australia](#)

Thank you!

# Contact TAC



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OSBORNE PARK DC WA 6916



(08) 9224 6510



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[wa.gov.au/tac](http://wa.gov.au/tac)



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