



## CHILD SAFE STANDARD 11

Policies and procedures that document how schools are safe for children, young people and students.

### Overview

This standard focuses on incorporating the 11 Child Safe Standards into school policies, procedures and practices, which work together to create a child-safe culture.

Schools should ensure these policies and procedures are:

- informed by community consultations so they are relevant to the school
- accessible to all
- informed by best practice
- championed by leaders
- well understood by those they apply to
- implemented effectively.

### Benefits of being a child-safe organisation

Being a child-safe organisation requires ongoing effort.

Schools are safer for children and students when child safety policies and procedures are championed by leaders and understood by all members of the school community.

### Actions schools must take

To comply with this standard, at minimum, schools must:

- implement practices for a child-safe environment
- establish policies and procedures that meet all the Child Safe Standards
- make sure all relevant school staff, governing body and volunteers understand and implement the policies and procedures
- champion and model the policies and procedures for a child-safe environment
- document their policies and procedures and make them easy to understand
- make sure their policies and procedures are informed by best practice models and stakeholder consultation.

### Develop policies that work together to improve child safety

Each Child Safe Standard contains links to policies that schools should develop.

Talk to families and students when developing and implementing child safe policies. For guidance, use [Child Safe Standard 4: Family Engagement](#)

Policies and procedures should be informed by stakeholder consultation, which can include:

- informal feedback, such as talking with parents when they pick up their children
- formal feedback, such as scheduled parent or carer interviews
- other feedback processes, such as surveys or focus groups
- reviews, such as reviews of your policies and procedures
- processes for raising concerns and handling complaints.



# Whorouly Primary School

Child safety policies and procedures should include:

- an effective date, review date and approval details
- contact details for support
- references to related documents
- the school's underlying child safety and wellbeing values and principles
- definitions of any specialised terms used
- who the policy applies to
- responsibilities of leaders, staff and volunteers
- how to recognise child harm
- how to recognise and report complaints or allegations of child harm
- legal reporting obligations
- reporting lines (which can be shown by a diagram)
- what actions to take if a child or young person is at risk or has disclosed harm
- education and training requirements, including frequency.

## Take all the necessary actions

Use this checklist to make sure your school is doing everything required to comply with this standard:

Actions required to comply with this standard are listed in the:

- Government schools: [Child Safety Action List \(DOCX, 384KB\)](#)

## Review child safety policies

Schools must review their [child safety and wellbeing policies](#):

- after any significant child safety incident
- at least once every 2 years.

## Resources:

- [Alcohol at School Events](#)
- [Four Critical Actions for Schools | Responding to Incidents, Disclosures and Suspicions of Child Abuse \(PDF, 215KB\)](#)
- [Governance for Public Schools \(PDF, 6.3MB\)](#)
- [Protecting Children – Reporting and Other Legal Obligations](#)
- [Records Management – School Records](#)
- [Recruitment for Schools](#)
- [School Council Training Policy](#)
- [Student Engagement Policy](#)