LOWER PLENTY PRIMARY SCHOOL OSH 

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CARE ● HONESTY ● ACHIEVEMENT ● RESPECT ● RESPONSIBILITY ● FUN

# REPORTING OF CHILD ABUSE POLICY

## PURPOSE

Lower Plenty Primary School OSHC C applies the following principles:

* Lower Plenty Primary OSHC recognises the complexity and sensitivity surrounding the issue of suspicion of child abuse and the decision-making process of whether or not to report it.
* Whilst treating the interests of the child as paramount, Lower PLenty Primary OSHC must respect the reputation of all involved in suspected cases of child abuse.
* Berwick Primary OSHC recognises that relying on any information that is false, exaggerated or unjust can in itself lead to a serious breach of law.
* It is the responsibility of the Coordinator to report any incidents of suspected child abuse in conjunction with the Principal and professional advice from the Department of Human Services.
* The Coordinator in conjunction with the Principal will report immediately any serious injury, death or suspected harm to the Department of Human Services.

## SCOPE

This policy applies to children, families, staff, management and visitors of the OSHC Service.

## IMPLEMENTATION

* The Coordinator shall ensure that Lower Plenty Primary OSHC and all staff have appropriate and up to date information regarding legal obligations to report abuse.
* Staff shall report all reasonably suspicious circumstances or allegations of abuse to the Coordinator who, before taking any action must satisfy herself/himself that there are reasonable grounds for the suspicion / allegation and that the motives of those concerned are genuine.
* Before making any final decision as to the appropriate steps, other possible avenues for information and support will be considered, such as the child’s teacher, or Principal
* All persons involved in a case of suspected child abuse will be treated with sensitivity and respect and all information to the case will remain confidential.
* The Principal of Lower Plenty Primary School will be contacted immediately.
* The Coordinator and Principal will complete a Department of Human Services Reporting of Harm form and forward it immediately on to the Department of Human Services.
* Relevant staff members will record all details and objective observations immediately. This record is to be kept separate from any incident book and is to remain confidential.

### WHEN IN AN EMERGENCY

* For concerns that are life threatening, call Victoria Police 000
* For concerns about the immediate safety of a child within their family unit, call the Child Protection Crisis Line – 131 278 (24 hours 7 days a week) *Note: this is an emergency service for weekends and after hours only and will pass on cases to the relevant regions the following work day.*
* Domestic Violence and Incest Resource Centre – 03 9486 9866

### WHEN NOT IN AN EMERGENCY

* If it is not an emergency concerns that a child may be harmed from abuse by their parents or caregivers, can be discussed with a regional child protection worker during office hours – 1300 655 795

### CONTACTS

Victoria Police 000

Child Protection Crisis Line 131 278

Centres against Sexual Assault (CASA) Line 03 9344 2210

Domestic Violence & Incest Resource Centre 03 9486 9866

## FURTHER INFORMATION AND RESOURCES

Education and Care Services National Law Act 2010

Education and Care Services National Regulations

## REVIEW CYCLE AND EVALUATION

This policy was last updated on 20th January, 2022 and is scheduled for review in January 2024.