



# Catholic Schools Child Safe Schools

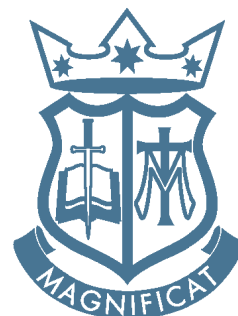
St Paul's Primary School Kealba

## Child-friendly edition of our Child Safety & Wellbeing Policy

Date of policy: [16/5/2022]

Date of last major review: [9/12/2020]

Date of next major review: [12/5/2022]



Policy Title	<p><b>St Paul's Primary School Kealba Child-friendly edition of our Child Safety Policy</b></p> <p>16/5/2022</p>
Introduction	<p><b>What does our school value and why is child safety important in our school?</b></p> <p><i>At St Paul's, the staff care about ALL of the students and they will do everything they can to keep the children safe.</i></p> <p><i>We have expectations to keep everyone safe.</i></p> <p><i>This is to protect everyone physically, socially, emotionally, mentally and online so we are all safe and happy at school.</i></p> <p><i>There are no excuses for racism or bullying. St Paul's Primary School does not tolerate this.</i></p>
Purpose	<p><b>Why do we have a policy?</b></p> <p><i>To keep ALL members of our school community (students, staff and families) safe and happy.</i></p>
Principles	<p><b>What are the important ideas that guide our actions?</b></p> <ul style="list-style-type: none"> <li>- MACS Child Safety &amp; Wellbeing Policy</li> <li>- Our Vision Statement</li> <li>- Our Commitment to Child Safety policy</li> <li>- Being a PBL (Positive Behaviours for Learning) school</li> <li>- Catholic values</li> <li>- St Paul's Gospels and values</li> </ul>
Policy commitments	<p><b>What pledges do we make to our school community?</b></p> <ul style="list-style-type: none"> <li>- We promise to respect and protect everyone at St Paul's</li> <li>- We promise to all work together to make sure everyone is happy and safe</li> <li>- "We are lifelong learners, encouraging each other's passions, talents and dreams" (Vision Statement)</li> </ul>
Expectation of our school staff	<p><b>Why do we have a Code of Conduct for adults working in our school?</b></p> <p><i>So the adults at our school all ensure that children are safe emotionally, physically, mentally, socially and online</i></p>
Student participation	<p><b>How are students involved in child safety discussions and planning for improvements in our school?</b></p> <ul style="list-style-type: none"> <li>- Establishing a Student Representative Council (SRC) in 2022</li> <li>- Cyber Safety sessions for F-6 run by "Inform and Empower"</li> <li>- PBL- expectations, lessons, awards, Wellbeing Journals</li> <li>- Working with Open Doors "Wonders of Living Program" (Years 3-6)</li> <li>- Sharing the child-friendly version of our Child Safety &amp; Wellbeing Policy with the school community</li> </ul>
Reporting and responding	<p><b>How do we report our concerns and how do teachers respond?</b></p> <ul style="list-style-type: none"> <li>- Report it to/tell a trusted adult about the concern or problem (they might write it up in the Behaviour Book)</li> <li>- Then it is the adults' job to find out more information and help us to solve the problem</li> <li>- Teachers can ask for help from School Leaders or other staff members</li> <li>- If we tell our parents and our parents tell an adult at the school, it is the</li> </ul>

	<p>adult's job at school to work with our parents to help solve the problem</p> <ul style="list-style-type: none"> <li>- If there is a very serious problem at home where a child does not feel safe and they tell an adult at school, that adult must follow it up and report it to higher authorities (i.e. Police, Child Protection)</li> </ul>
Recruitment	<p><b>How are staff selected to work in our school?</b></p> <ul style="list-style-type: none"> <li>- The adults ID (identification) is checked thoroughly</li> <li>- Teachers must have current VIT Registration</li> <li>- Current Working With Children Check Card and National Police Check also need to be provided</li> <li>- School Leaders check and review teachers each year to make sure they are still suitable for teaching</li> </ul>
Professional learning for school staff	<p><b>How does the school support staff to develop their knowledge about child safety &amp; wellbeing?</b></p> <ul style="list-style-type: none"> <li>- School closure days for professional learning about child safety</li> <li>- Talk about it at staff meetings</li> <li>- Teachers talk about it at planning</li> <li>- Posters around the school</li> </ul>
Risk management	<p><b>How does our school identify possible risks, who is involved and what happens next?</b></p> <p>We plan for emergencies like fire (evacuations) or unsafe people being in our school (lockdown) and have posters around the school so everyone knows what to do and where to go in an emergency.</p> <p>We have documents and policies (i.e. Code of Conduct) so if a child feels unsafe, the adults at school know what to do</p>
Supporting documents	<p><b>What other information do we use to help us?</b></p> <ul style="list-style-type: none"> <li>- MACS Child Safety &amp; Wellbeing Policy</li> <li>- Statement of Commitment to Child Safety</li> <li>- Vision Statement</li> <li>- PBL documents</li> <li>- Code of Conduct</li> </ul>
Communication	<p><b>How does the school let everyone know about this policy and our plans?</b></p> <ul style="list-style-type: none"> <li>- Share this document with our school community at assembly, upload it to our school website, in our school newsletter and other forms of communication (email)</li> <li>- Ask for feedback and any other ideas from other members of our school community</li> <li>- Inform families (via email, newsletter etc) of any information about child safety and wellbeing at any time it is needed</li> </ul>
Review	<p><b>When will we update this policy?</b></p> <p>The policy will be reviewed every 12 months. and will incorporate suggestions from students, staff, parents, guardians and carers</p>