



St Augustine's
KEILOR

MANDATORY REPORTING POLICY

Rationale

All children have a right to feel safe and to be safe. As teachers, we have a legal and moral responsibility to respond to serious incidences involving abuse and neglect of the children with whom we have contact, and to report instances that we believe involve physical abuse, sexual abuse or neglect.

Aims

To ensure that children's rights to be safe are maintained and each child is protected against physical and sexual abuse, and neglect.

Implementation

- All members of the Teaching Service are mandated by law to report signs of physical and/or sexual abuse, and neglect.
- New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
- Staff will be reminded of mandatory responsibilities annually.
- Staff members do not have to inform the Principal of their concerns before reporting the incident.
- The teacher and/or the Principal class officer will contact the Department of Human Services by telephone as soon as possible to make an official notification
- Members of the Department of Human Services, or associated support or intervention services that visit the school following a notification, will interview staff and children only in the presence of a Principal class member or his/her nominee.
- All reports, information sheets and subsequent discussions and information are to be recorded and remain strictly confidential.
- All incidents to be monitored, and any subsequent signs or indications of abuse are also to be reported.
- While only mandated by law to report incidents of physical and sexual abuse, and neglect; teachers are also encouraged to report incidents of emotional abuse or neglect.
- Students, who disclose to staff a desire to harm themselves or others, must be reported by staff to the principal.

Evaluation

This policy will be reviewed as part of the School Improvement Plan and in accordance with the CEOM Policy 2.19 and government regulations.