Child Safe Policy

Statement of Commitment

At The Children's House Montessori every child has the right to be safe and feel safe. We commit to the safety and wellbeing of every child in our care.

To keep children safe, we commit to:

- implementing the 10 Child Safe Standards
- providing a safe and supportive environment for all children
- making sure that children are not exposed to any form of harmful conduct or abuse
- empowering children to participate in decisions that affect them and share any concerns they may have
- making sure children know who to approach if they feel unsafe or have any child safety concerns.

As a child safe organisation, we commit to:

- educating everyone involved in our organisation about what it means to be a child safe organisation, so that we can prevent, detect and effectively respond to child abuse
- making sure everyone involved in our organisation knows how to appropriately respond to complaints, allegations, disclosures and breaches to our Child Safe Code of Conduct
- welcoming feedback to continuously improve our child safe policies, procedures and practices
- making sure that when family and community members interact with our organisation, they are aware that child safety is everyone's responsibility, and their behaviour aligns with our child safe practices.

Scope and audience

- Board members
- People in leadership roles
- Staff members
- Volunteers

- ECE students
- Contractors
- Children and young people
- Families, carers and communities.

Individual Roles & Responsibilities in Child Safety

Nominated Supervisor / Educational Leader

- Ensure compliance with NQF elements (e.g. 2.2.1, 2.2.2, 4.2.2).
- Embed child safety practices into daily routines and curriculum planning.
- Support staff training in child protection and ethical decision-making.
- Lead reflective practice around safety, wellbeing, and inclusion.
- Monitor risk assessments and incident responses.

Educators

- Create safe, inclusive environments that promote independence and wellbeing.
- Observe and document children's behaviour and development to identify concerns.
- Respond to disclosures or signs of harm sensitively and promptly.
- Follow organisational policies and mandatory reporting obligations.
- Model respectful relationships and emotional regulation.

Support & Administration Staff

- Maintain secure environments (e.g. gates, sign-in systems, visitor protocols).
- Ensure cleanliness and safety of materials and spaces.
- Report hazards or concerns to leadership promptly.
- Respect confidentiality and follow communication protocols.

Families & Carers

- Partner with educators to share insights about children's needs.
- Raise concerns or observations about safety or wellbeing.
- Support children's emotional literacy and resilience at home.

- Engage in co-creation of safe, respectful learning environments.

Management / Governance

- Develop and review policies aligned with the National Principles for Child Safe Organisations.
- Ensure staff screening and induction includes child protection.
- Foster a culture of transparency, accountability, and continuous improvement.
- Respond to complaints and incidents with integrity and timeliness.

This policy is to be read in conjunction with our Child Protection Policy which includes:

Child Protection

Training

Working with Children

Reportable Conduct

Criminal Offences

Definitions of abuse, neglect and reporting thresholds

Compliance & Monitoring

- Breaches will be addressed under the centre's Code of Conduct and may result in disciplinary action.
- Regular audits and supervision will ensure adherence.
- Staff induction and annual training will include this policy.

Links to NQF

- **QA 2.2.1**: Supervision
- **QA 7.1.2**: Management systems
- **QA 5.1.1**: Positive educator-child interactions
- **Child Safe Standard 1 & 4**: Empowering children and managing risks

Family Communication

This policy will be shared with families via our website, emails, and newsletters. Families are encouraged to support the policy and raise any concerns with leadership.

This policy is available on our website, in our Policy Folder, and Copies are available on request.

This policy adheres to the National Model Code and Guidelines for taking images or videos of children while providing early education and care.

Related Policies:

- Staff Code of Conduct
- Staff Recruitment Policy
- Working with Children Check Policy
- Regarding Staff Student Relations
- Safe and Supportive Environment Policy
- Arrival and Departure Policy
- Transportation of children Policy
- Tobacco, drugs and alcohol Free policy
- First Aid policy and Procedures
- Child Protection Policy
- Child Safe Risk Management Plan (CSRMP)

Related legislation, regulations and standards

- Children's Guardian Act 2019
- Child Protection (Working with Children) Act 2012
- Child Protection (Working with Children) Regulation 2013
- Children and Young Persons (Care and Protection) Regulation 2012
- Children and Young Persons (Care and Protection) (Child Employment) Regulation 2015
- Disability Inclusion Act 2014
- Anti-Discrimination Act 1977

Standards:

- United Nations Convention of the Rights of the Child
- Child Safe Standards
- National Principles for Child Safe Organisations