



MANDATORY REPORTING POLICY

RATIONALE

All children have a right to feel safe and know that they will be attended to with due care at all times and offered appropriate supervision. As teachers, we have a legal and moral responsibility to respond to serious incidents involving the abuse and neglect of our students, and are accountable to report abuse and neglect of the children in our care.

AIMS

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

IMPLEMENTATION

1. All teachers are mandated by law to report signs of abuse and neglect.
2. New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction procedure.
3. Staff will be reminded of mandatory responsibilities annually.
4. All concerns must be reported immediately to the Principal, or in his/her absence, the respective Heads of School.
5. All staff must report incidents of physical abuse, sexual abuse, emotional abuse and neglect as per the College's Reporting procedure outlined in the Child Protection Policy and Critical Incident Policy.

6. Types of abuse outlined in the Critical Incident Policy must be reported to the Principal immediately. Parents / guardians and / or external personnel deemed to be obliged to deal with the case may be informed.
7. The Principal will keep a record of all discussions about a student with whom there is a concern.
8. If a belief has been formed by the Principal that an abuse has taken place, a "Mandatory Reporting Information Sheet" will be completed and filed in the Principal's office.
9. The Principal will contact the Department of Human Services by telephone as soon as possible to make an official notification.
10. Members of the Department of Human Services or associated support that visit the school following a notification, will interview staff and children only in the presence of the Principal or the Principal's nominee.
11. All reports, information sheets and subsequent discussions and information are to be recorded and remain strictly confidential.
12. All incidents to be monitored, and any subsequent signs or indications of abuse are also to be reported.

Abdurrahman Gokler
Principal

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Contact details

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