



CHILD SAFEGUARDING POLICY

Shore is dedicated to providing an environment and culture which promotes acceptance, respect, safety, inclusivity and cares for the well-being of all students, staff and families who form the Shore community.

The safeguarding of students has always been at the centre of Shore's operations as a school. The findings of the 2017 Royal Commission into Institutional Responses to Child Sexual Abuse, the formation of the Office of the Children's Guardian in NSW and the introduction of accompanying legislation and NSW Child Safe Standards, provide a strong framework within which Shore seeks to meet its duty of care to its students.

1. Policy Purpose

The purpose of this policy is to provide a framework for:

- 1.1 The development of sound practice, policies and procedures which promote and focus on child safeguarding and wellbeing at Shore;
- 1.2 The promotion of a strong and robust Child Safe culture;
- 1.3 Complying with all legislation, regulation and standards expected of an institution which is responsible for the care of students in NSW.

2. Scope

- 2.1 This Child Safeguarding Policy applies to all members of the Shore Community.
- 2.2 This policy applies to the protection of students in both physical and online environments. It is also relevant to all school activities conducted onsite at Shore or at any venues and locations where excursions or school organised and sanctioned activities are being conducted.

3. Definitions

Relevant definitions for this policy are:

Abuse – The NSW Department of Communities and Justice defines abuse thus –

There are different forms of child abuse: neglect, sexual, physical and emotional abuse.

Child - means an individual under the age of 18 years.

Contractor - means a party engaged by Shore pursuant to a contract for services, and includes any sub-contractor to a contractor, and any individual engaged by a contractor or sub-contractor.

Council Member - means a member of the Council of Sydney Church of England Grammar School.

Emotional abuse or psychological harm – serious psychological harm can occur where the behaviour of their parent or caregiver damages the confidence and self-esteem of the child or young person, resulting in serious emotional disturbance or psychological trauma.



Although it is possible for 'one off' incidents to cause serious harm, in general it is the frequency, persistence and duration of the parental or carer behaviour that is instrumental in defining the consequences for the child or young person.

This can include a range of behaviours such as excessive criticism, withholding affection, exposure to domestic violence, intimidation or threatening behaviour.

External Provider - means any organisation or person that Shore has engaged to deliver a specified course of study that is part of the curriculum, to a student or students enrolled at Shore. The delivery of such a course may take place on School premises or elsewhere.

Neglect – Neglect is when a parent or caregiver cannot regularly give a child the basic things needed for his or her growth and development, such as food, clothing, shelter, medical and dental care, adequate supervision, and enough parenting and care.

Parents and Carers - means one or more parents, guardians or carers of a student enrolled at Shore.

Physical abuse – Physical abuse is a non-accidental injury or pattern of injuries to a child or young person caused by a parent, caregiver or any other person. It includes but is not limited to injuries which are caused by excessive discipline, severe beatings or shakings, cigarette burns, attempted strangulation and female genital mutilation.

Injuries include bruising, lacerations or welts, burns, fractures or dislocation of joints. The application of any unreasonable physical force to a child is a crime in NSW. For example, hitting a child or young person around the head or neck, or using a stick, belt or other object to discipline or punish a child or young person (in a manner that is not trivial or negligible) may be considered a crime.

Reportable Conduct – means the following conduct, whether or not a criminal proceeding in relation to the conduct has been commenced or concluded:

- a) A sexual offence;
- b) Sexual misconduct;
- c) Ill-treatment of a child;
- d) Neglect of a child;
- e) An assault against a child;
- f) An offence under section 43B or 316A of the Crimes Act 1900;
- g) Behaviour that causes significant emotional or psychological harm to a child. Examples of indicators of significant emotional or psychological harm:
 - i) Displaying behaviour patterns that are out of character;
 - ii) Regressive behaviour;
 - iii) Anxiety or self-harm.

Reportable Conduct Scheme – means the scheme established under Part of the *Children's Guardian Act 2019* to investigate reportable allegations and make determinations in relation to reportable convictions.

Sexual abuse – Sexual abuse is when someone involves a child or young person in a sexual activity by using their power over them or taking advantage of their trust. Often children or young people are bribed or threatened physically and psychologically to make them participate in the activity. Sexual abuse is a crime.

Shore Community – defined as all school students, volunteers, contractors, parents and carers, Council members and visitors to the school.

Staff Misconduct – means:

- a) Breaches of the Shore Staff Code of Conduct and/or other key policies and procedures set down by Shore about expectations of behaviour and process;
- b) Purposeful neglect of duties and/or responsibilities by staff;
- c) Conduct by staff that is physically, verbally or emotionally abusive to students; and
- d) Behaviour by staff which endangers the safety or wellbeing of students.

Staff or staff member - means permanent, temporary and casual teaching and non-teaching staff.

WWCC (Working with Children Check) – means an authorisation that is in force under the *Child Protection (Working with Children) Act 2012* to engage in child-related work.

4. Child Safeguarding Statement

This is the Shore Child Safeguarding Statement:

“Shore has been guiding and educating children and young men for over 130 years. Shore has a strong Christian foundation, and this lies at the heart of our approach to meeting this responsibility. As a Christian school, the wellbeing and safety of our students are paramount. At Shore we seek to provide an environment that is dynamic, inclusive, and effective in the delivery of quality education and outstanding co-curricular opportunities, while also teaching the importance of embodying tolerance, compassion, and grace to our students, as they walk through life and build community.

At Shore, our culture and faith environment take child-safeguarding very seriously and we seek to always provide an environment of safety, caring, collaboration and transparency when dealing with children, young adults, staff, volunteers and families. We have zero tolerance for abuse of any kind, bullying, threatening behaviour or any practices of endangerment. We are continuing to build a culture of proactive care, endeavouring to ensure that opportunities for wrongdoing are removed, and the prevention of abuse and harmful behaviours underpins all practices across the school. It is of utmost importance to Shore that we excel in upholding our duty of care to our students. To this end, we also ensure that we are compliant and educate ourselves continually around our legislative and safeguarding responsibilities duties under the guidelines of the NSW Office of the Children’s Guardian, thus and providing peace of mind to all families, and the community, that students at Shore are respected, heard and safe.

Everyone in the Shore community is aware of the grave consequences abuse, bullying and unsafe practices can have on children and young people and how these carry into later life. It is our commitment to our students to provide a safe environment in which all may thrive and grow toward a bright future”.

This statement is the foundation for the School’s approach to policy and procedures in child safeguarding. The other related documents that Shore produces are codes of conduct and procedures for reporting staff misconduct and reportable conduct and child safe incidents or concerns. These documents are provided to the Shore Community and/or general public, as appropriate.

5. The Child Safe Standards

The Headmaster is to implement the Child Safe Standards as published by the Office of the Children's Guardian through systems, policies and processes.

Child Safe Standards



6. Roles and Responsibilities

At Shore, all adults in the Shore Community have a responsibility to speak up and to act to protect students. Shore has also appointed Child Safeguarding Officers.

6.1 The Child Safeguarding Officers are as follows:

Shore Headmaster	headmaster@shore.nsw.edu.au
Head of Preparatory School	headofprep@shore.nsw.edu.au
Senior School Deputy Head of Operations	operations@shore.nsw.edu.au
Director of Boarding	boarding@shore.nsw.edu.au

Contact with the Child Safeguarding Officers can be made by phone, in writing, email, online meetings or face to face. The School's phone number is (02) 9923 2277.

6.2 If there is a concern involving the Headmaster, then contact the Shore School Council:

Clerk of Council	schoolcouncil@shore.nsw.edu.au
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6.3 Anything raised to any of these Officers may be done so anonymously. If a person does not feel comfortable contacting any of these people, the person may contact the Shore Privacy Officer:

Shore Privacy Officer	privacy@shore.nsw.edu.au
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7. Reporting Child Safeguarding Concerns

The reporting of a child safeguarding concern is imperative to the ongoing protection of students. The following is important to note about reporting a concern:

- 7.1 For the Shore Community, Child Safeguarding incident management procedures are available and accessible online. The procedures outline the authorities and reporting obligations for reports to the NSW Police, Department of Communities and Justice, OCG and internal investigations.
- 7.2 It is an expectation that all within the Shore Community comply with these procedures.
- 7.3 Shore Staff must report a suspected Child Safeguarding incident to the Child Safeguarding Officers listed above. Others within the Shore Community are encouraged to report any suspicions arising to the same officers.
- 7.4 Shore's Procedures for Reporting Staff Misconduct & Reportable Conduct outlines the process for reporting allegations of staff misconduct and reportable conduct and provides a definition of reportable conduct.
- 7.5 If anyone in the Shore Community is aware of an allegation of reportable conduct by a staff member, they must comply with the Procedures for Reporting Staff Misconduct Reportable Conduct.
- 7.6 All communication concerning an investigation about a child safeguarding matter will be treated as confidential.
- 7.7 If there is an immediate and serious concern about a child or young person's immediate safety or suspicion of a crime in progress, immediately contact the NSW Police on 000.

8. Child Safe Codes of Conduct and Appropriate Staff Accreditation

Child Safeguarding is a consideration from the first stages of recruitment at Shore and, in line with Child Safe Standards 5 and 7, Shore requires all incoming staff to have a WWCC and appropriate reference checks and accreditations.

- 8.1 All WWCC, references and Child Safe credentials are reviewed and verified by the Human Resources at a point where employment is being considered.
- 8.2 Applicants for employment at Shore are required to disclose any allegations of reportable conduct made against them and any reportable convictions they have.
- 8.3 Once employed, all staff WWCC credentials are monitored and renewals followed up before expiry. Staff who lapse in renewal of their WWCC will be stood down from duties until such times as their WWCC is reinstated.
- 8.4 Once commencing employment at Shore, child safeguarding and appropriate relationships training is provided to staff. Shore also revisits Child Safe legislation and considers topical issues arising in this area annually.
- 8.5 Staff employment is underpinned by a Staff Code of Conduct. This outlines expectations of staff, including child safe behaviours, as conditions of continued employment.

9. Review

Shore, as a child safe institution, is committed to a program of constant revision and review across all facets of its Child Safeguarding policies and procedures. These reviews are not only conducted for effectiveness within Shore but in response to changes in legislation and community expectations for behaviours towards students.

DOCUMENT CONTROL REGISTER	
CHILD SAFEGUARDING POLICY	
Author	Risk and Compliance Manager
Compliance	
Legislation	<ul style="list-style-type: none"> • the Children and Young Persons (Care and Protection) Act 1998 (“Care and Protection Act”); • the Child Protection (Working with Children) Act 2012 (“WWC Act”); • the Children’s Guardian Act 2019 (“Children’s Guardian Act”); • the Crimes Act 1990 (“Crimes Act”); • the Children’s Guardian Amendment (Child Safe Scheme) Bill 2021 ; • Privacy Act 1988 (CTH); • Education Act 1990 (NSW).
Related Shore’s Policy	
Key Dates	
ELT Approval	February 2024
Council Approval	
Publication Date	February 2024
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