

TITLE: Child Safety and Wellbeing

POLICY STATEMENT

VenuesWest is committed to the safety and wellbeing of children and young people who enter our venues and access our services.

We aim to provide child safe and child friendly environments where children and young people are safe, and feel safe, and their wellbeing is at the forefront of all who use, hire, work or are associated with VenuesWest venues.

This policy aims to:

- clearly demonstrate the organisation's commitment to the safety and wellbeing of children and young people
- inform individuals of their obligations to act ethically towards children
- define the individual and collective responsibilities for ensuring a safe environment and creating a culture where child safety and wellbeing is prevalent in decision-making and service delivery.

This policy is supported by procedures which:

- define relevant risk management strategies
- manage personal and sensitive information
- prescribe recruitment, employment screening and essential qualification requirements
- detail processes for reporting suspicion of children or young people being at risk
- explain the actions and consequences for breaches of child safety and wellbeing policy provisions

SCOPE

This policy applies to members of the Board, employees, contractors, sub-contractors, licensees, venue hirers and visitors entering VenuesWest self-managed venues.

This policy applies to all services and activities which involve, result in or relate to contact with children.

This policy does not apply to co-managed and partner managed venues. However, the contractual mechanisms in place will be used to ensure that the related policy resources at those venues address the core components of this policy.

This policy is to be read in conjunction with:

- Public Safety and Security Policy
- Code of Conduct
- Conditions of Entry Policy
- Privacy Policy
- Guideline Child Safety in the Workplace
- Child Safety Reporting Procedures
- National Principles for Child Safe Organisations

PRINCIPLES

The application of this policy is defined, guided, and supported by the following principles:

1. Planning, decision-making and operations will:
 - 1.1. take a preventative, proactive and participatory approach to child safety
 - 1.2. foster a culture that supports the safe disclosure of risks of harm and reporting of suspected harm, neglect or abuse
 - 1.3. provide guidance on appropriate conduct and behaviour towards children
 - 1.4. involve communication processes that enable regular engagement with families and carers and provide avenues for children to give feedback and raise issues comfortably
 - 1.5. respect diversity in cultures and child rearing practices while keeping child safety paramount
2. Recruitment and employment screening activities and essential qualification requirements will be managed to ensure suitable people are engaged to work with children.
3. Ongoing education, training and re-certification practices will be undertaken to ensure employees are equipped with the knowledge, skills and awareness to keep children and young people safe.
4. Information will be shared appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk giving due consideration to confidentiality and privacy.
5. Incidents relating to child safety and wellbeing will be reviewed and actioned through internal investigation processes and reported/referred to external agencies where necessary based on the severity and nature.
6. Review and refine service delivery activities and business practices associated with, resulting in or relating to contact with children will be conducted to ensure compliance and continuous improvement.

DEFINITIONS

TERM	MEANING
Abuse	Of a child or young person means physical, sexual and emotional abuse.
Adult	A person who has reached 18 years of age.
Carer	A person who provides care for a child under a placement arrangement.
Child Harm	Harm to a child's physical, emotional or psychological development.
Child/Young Person Children/Young People	People under 18 years of age.
Neglect	A failure to provide the child or young person with the necessity of life if the failure has caused significant harm to their wellbeing or development.
Parent	A person who at law has the responsibility for the long-term and day-to-day care, welfare and development of a child.
Guardian	A person entrusted with the care and protection of another person, or their property, often a minor or someone legally incapable of managing their own affairs.

AUTHORITY

Commissioner for Children and Young People Act 2006

Western Australian Sports Centre Trust Act 1986

Public Sector Management Act 1994

PRIVACY

VenuesWest collects information for the purpose of establishing and maintaining employee and personnel records. Personal information will not be passed onto any third party unless prior approval is obtained from the individual or unless legally required to do so. Information is collected in accordance with the principles of the *Privacy Act 1988* and the *Freedom of Information Act 1992 (WA)*.

RELATED RESOURCES

RELATED GOVERNMENT POLICY OR GUIDELINES

National Principles for Child Safe Organisations

COMPLAINTS/GRIEVANCES

Complaints relating to a breach of an information privacy security principle as per the *Privacy Act 1988* will be investigated internally by the most appropriate person depending upon the nature of the inquiry.

Complaints which do not indicate a breach of the *Privacy Act 1988* will be managed in accordance with the following VenuesWest policies:

- Customer Service and Feedback Policy – for matters involving customers, clients, patrons, members of the public, visitors, and external stakeholders.
- Grievance Resolution Policy – for matters involving employees of VenuesWest

FURTHER INFORMATION

Should you require further information, please go to the 'Contact' page on our website: www.venueswest.wa.gov.au

Alternatively, you may contact us by:

- Calling (08) 9441 8222
- Emailing contactus@venueswest.wa.gov.au
- Visiting our Customer Service team at Perth High Performance Centre, 100 Stephenson Avenue, Mount Claremont, WA, 6010