

# Dimboola Primary School

# 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 and/or sexual abuse.

### Aims:

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

### Implementation:

- All members of the Teaching Service are mandated by law to report signs of physical and/or sexual abuse.
- 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 through the online training program.
- All concerns must be reported immediately to Child First or Child Protection. Informing the Principal, or in his/her absence, the Leading Teacher is not necessary but encouraged.
- The teacher and/or the Principal class officer will contact the Department of Health and Human Services by telephone as soon as possible to make an official notification on:  
**(03) 9479 6222 or after school hours crisis line 131 278**
- Members of the Department of Health and 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.
- Any reports, information sheets and/or 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; teachers are also encouraged to report incidents of emotional abuse, family violence or neglect.
- Students, who disclose to staff a desire to harm themselves or others, must be reported by staff to the principal or Child First or Child Protection.

### Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in....

October 2017