

CHILD PROTECTION POLICY - SA

Our Service is committed to providing a child safe environment where children and young people's safety and wellbeing is supported and children feel respected, valued and encouraged to reach their full potential. Our Service embeds the [National Principles for Child Safe Organisations](#) and promotes a culture of safety and wellbeing to minimise the risk of harm to children and young people, while promoting children and young people's sense of security and belonging.

We will ensure all educators, staff, students and volunteers understand the meaning, importance and benefits of providing a child safe environment and critically, understand their reporting obligations and requirements. All education and child development staff are considered mandated notifiers under the *Children and Young People (Safety) Act 2017*. Our Service adheres to and aligns with legislative requirements related to taking images or videos of children.

At all times, management, staff, educators and volunteers will treat children with the utmost respect and understanding. Our Service fosters a child safe culture so that:

- children and young people know what to do if they believe they have been subject to inappropriate behaviour, placed at risk of harm, or have experienced harm
- staff, educators and volunteers can identify children and young people suspected to be at risk
- management, staff, educators and volunteers are aware of their duty to report children and young people suspected to be at risk to the Child Abuse Report Line and take other measures to establish, promote and ensure child safe environments.

Department of Human Services - [Safe Environments for children and young people](#).

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
2.2.3	Child safety and protection	Management, educators and staff are aware of their roles and responsibilities regarding child safety, including the need to identify and respond to every child at risk of abuse or neglect.

EDUCATION AND CARE SERVICES NATIONAL LAW AND NATIONAL REGULATIONS	
S. 2A	Paramount consideration—safety, rights and best interests of children
S. 4	How functions to be exercised
S. 5	Definitions: “serious incident”
S. 162A	Child protection training
S. 162B	Child safety training
S. 165	Offence to inadequately supervise children
S. 166	Offence to use inappropriate discipline
S.166A	Offences relating to inappropriate conduct
S. 167	Offence relating to protection of children from harm and hazard
S. 174	Offence to fail to notify certain information to Regulatory Authority
Part 6A	Devices in Education and Care Services
S. 188	Offence to engage person to whom prohibition notice applies
S. 188A	Offence to give false or misleading information to approved provider about prohibition notice
S. 269B	National Early Childhood Worker Register
S. 269E	Approved provider must give information to the National Authority for the National Early Childhood Worker Register
12	Meaning of serious incident
84	Awareness of child protection law
86	Notification to parents of incident, injury, trauma and illness
87	Incident, injury, trauma and illness record
115	Premises designed to facilitate supervision
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155	Interactions with children
168	Education and care service must have policies and procedures
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175	Prescribed information to be notified to Regulatory Authority
176	Time to notify certain information to Regulatory Authority
176B	Nominated supervisor, staff member or volunteer must notify approved provider of changes
176C	Approved providers must notify Regulatory Authority of changes
181	Confidentiality of records kept by approved provider

RELATED POLICIES

Behaviour Guidance Policy Child Safe Environment Policy Code of Conduct Policy Dealing with Complaints Policy Family Communication Policy Health and Safety Policy Interactions with Children, Families and Staff Policy Nappy Change and Toileting Policy Privacy and Confidentiality Policy	Recruitment Policy Respect for Children Policy Responsible Person Policy Safe Use of Digital Technologies and Online Environments Policy Social Media Policy Staffing Arrangements Policy Student, Volunteer and Visitors Policy Supervision Policy
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PURPOSE

All educators, staff, visitors and volunteers are committed to identifying harm or risk of harm to children and young people and adhere to our moral and legislative obligations at all times. We believe children's safety is the paramount consideration for early childhood professionals and embed child safety in our daily practices, policies and procedures. Our Service ensures that child safety, wellbeing and best interests take priority over all other considerations, and are embedded in our daily practices, policies and procedures.

We implement effective strategies to ensure the safety and wellbeing of all children and young people. Our Service will act in the best interest of each child, supporting them to develop to their full potential in a secure and child safe environment.

*Keeping children safe: a shared responsibility.***SCOPE**

This policy applies to children, families, staff, educators, management, approved provider, nominated supervisor, students, volunteers and visitors of the Service.

DEFINITIONS

Child abuse: is any action towards a child or young person that harms or puts at risk their physical, psychological or emotional health or development. Child abuse can be a single incident or can be a number of different incidents that take place over time.

Children and young people at risk: A child or young person will be considered 'at risk' if:

- they have suffered harm or there is a likelihood they will suffer harm (being harm of a kind against which a child or young person is ordinarily protected); or
- there is a likelihood that the child or young person will be removed from the State (whether by their parent or guardian or by some other person) for the purpose of an unlawful medical procedure, an invalid marriage, or to participate in an activity or situation that would constitute an offence if it occurred in South Australia (SA)
- their parents or guardians are unable or unwilling to care for them, have abandoned them, cannot be found after reasonable inquiry, or are dead
- they are of compulsory school age and are persistently absent from school without explanation
- they are homeless or of no fixed address
- other circumstances prescribed by the regulations apply.

Concerning or harmful sexual behaviours displayed by a child: Children's sexual development includes curiosity about their bodies and sexual identity. While some behaviours may be part of normal, age-appropriate development, other behaviours may be outside typical developmental expectations and require an immediate response in line with child protection and mandatory reporting obligations. For further information, see pages 56-57 of the [NQF Child Safe Culture Guide](#) (ACECQA, 2025).

Duty of care: Mandated reporters or notifiers have a duty of care that extends beyond a report to the Child Abuse Report Line (CARL). The needs of a child and their family may be supported through support

services that can offer assistance to provide additional support, health services and counselling to families.

Under the *Children and Young People (Safety) Act 2017 (SA)*, mandated notifiers, including people employed in children's services and unpaid managers of these services, must make a report to the CARL if they suspect on reasonable grounds that a child or young person is, or may be, at risk of harm.

Inappropriate conduct to a child: is any behaviour that a reasonable person would consider to be inappropriate in an education and care service, taking into account the child's age, development, safety, wellbeing and the context of the interaction.

Indicators of harm or risk to children and young people: Types of risk and harm against children and young people are:

- sexual harm and grooming
- physical harm
- domestic and family violence
- emotional harm
- neglect
- substance use and/or mental health or social and emotional wellbeing that impacts the safety and wellbeing of the child or young person

(See: [Indicators of harm or risk to children and young people](#))

Mandatory reporting: is the legislative requirement under the *Children and Young People (Safety) Act 2017* for certain professionals to report to the Department for Child Protection (DCP) if they suspect on reasonable grounds that a child is, or may be, at risk of harm, when the suspicion is formed in the course of their employment (whether paid or voluntary).

Mandated reporters or notifiers: are listed in Section 30 of the *Children and Young People (Safety) Act* and include:

- teachers employed as such in a school (within the meaning of the [Education and Early Childhood Services \(Registration and Standards\) Act 2011](#)) or a pre-school or kindergarten
- employees of, or volunteers in, an organisation that provides health, welfare, education, sporting or recreational, child care or residential services wholly or partly for children and young people, being a person who:

- provides such services directly to children or young people, or
- holds a management position in the organisation the duties of which include responsibility for, or direct supervision of, the provision of those services for children and young people.
- officer or employee of a prescribed organisation (as per section 114) who holds a management position in the organisation, the duties of which include direct responsibility for, or direct supervision of, the provision of services to children and young people.

See: [The role of mandated reporters](#) for more information and an additional list of professionals who are mandated reporters or notifiers.

Meaning of harm: Section 17 of the Safety Act defines 'harm' to mean physical or psychological harm (whether caused by an act or omission), including harm caused by sexual, physical, mental or emotional abuse or neglect. It also states that psychological harm does not include emotional reactions such as distress, grief, fear or anger that are a response to the ordinary vicissitudes of life.

Reasonable grounds: Refer to the need to have an objective basis for suspecting that a child or young person is, or may be at risk of harm include:

- when your own observations of a particular child's behaviour and/or injuries lead you to suspect a child is, or may be, at risk of harm, or harm is occurring
- when a child or young person tells you, they are at risk of harm or have been harmed
- when a child or young person tells you that they know of someone who has been harmed (they may possibly be referring to themselves)
- when you hear about risk or harm to a child or young person from someone who is in a position to provide reliable information, perhaps a relative or friend, neighbour or sibling of a child or young person who is at risk.

WORKING WITH CHILDREN CHECK

People working or volunteering with children in SA must, by law, have a Working with Children Check (WWCC). Our Service will register with the Department of Human Services (DHS) Screening Unit (DHS Screening Unit) and verify all staff, educator, students and volunteer WWCC in accordance with the *Child Safety (Prohibited Persons) Act 2016*. Our Service will not employ or engage a person who does not hold a valid WWCC registration where required by law.

Cleared applicants are subject to ongoing monitoring. New information that indicates a person may pose a risk to children may result in their WWCC being reassessed, suspended or cancelled, and they may be unable to continue working with children.

All staff, volunteers and students must notify the approved provider in writing of any changes to their WWCC status, their teacher registration or fit and proper status within 24 hours of becoming aware of the change. The approved provider must notify the Education Standards Board (ESB) within 24 hours of becoming aware of any changes, including negative notices or changes to teacher registration.

CHILD ABUSE REPORT LINE (CARL)

Call 000 immediately if it is an emergency

Mandated notifiers in SA have a legal obligation to report/notify the DCP if they have a reasonable suspicion that a child or young person is, or may be at, risk of harm. Notification must be made to the CARL on **13 14 78**. All concerns must be reported/notified. The following serious concerns must be reported to the CARL telephone report line (and **not via** the e-CARL online reporting system):

- where a child or young person is suspected to be in imminent or immediate danger or:
 - serious harm
 - serious injury or death
 - chronic neglect
- or when the concerns are for an infant under 12 months old
- a child or young person has been abandoned or is currently unsupervised
- or a child or young has experienced sexual abuse and has contact with the alleged perpetrator within the next 24 hours
- or when the concerns are for a child or young person who is in under the care of the of the Guardian or DCP.

ONLINE REPORTING SYSTEM (E-CARL)

Non-urgent notifications may be made using the online child protection reporting system (e-CARL). When using e-CARL, notifications must be submitted (not left as drafts), as draft notifications are not assessed by CARL. If further information becomes available after a notification has been made, it must be provided by contacting CARL or by submitting another e-CARL notification where appropriate.

IMPLEMENTATION

Our Service has zero tolerance for any abuse, neglect or harm against a child and endorses high quality

practices in relation to protecting children. Educators have an important role in supporting children and young people and identifying any concerns that may jeopardise their safety, welfare, or wellbeing, guided by child safety principles and the best interests of the child as the paramount consideration, including:

- a duty of care to ensure that reasonable steps are taken to prevent harm to children
- obligations are met under child protection legislation
- obligations are met under work, health and safety legislation.

TRAINING AND AWARENESS

Our Service promotes a culture of child safety and wellbeing within the Service. The approved provider will ensure all prescribed personnel, i.e., all persons with management or control, nominated supervisors, persons in day-to-day charge, other staff, volunteers, and students:

- complete [national child safety training](#) (before or within 14 days of commencing work at the Service or working directly with children, including the foundation training and advanced training (where applicable), and renew training every 2 years
- are aware of the current child protection law
- understand how to apply child protection law within our Service, and can demonstrate that understanding
- are aware of their obligations, including their responsibilities as mandated reporters
- are aware that neglecting to report child protection concerns may be deemed a criminal offence.

In addition, the approved provider will ensure all persons with management or control, nominated supervisors, persons in day-to-day charge, other staff, volunteers, and students:

- successfully complete approved child protection training, i.e., [Responding to Risks of Harm, Abuse and Neglect \(RRHAN-EC\)](#)
- provides evidence of the completion of approved child protection training.

The Service will refer to the current Australian Children's Education and Care Quality Authority (ACECQA) approved [child safety and protection training requirements](#) to ensure compliance with the applicable state or territory requirements.

REPORTING AND NOTIFICATION REQUIREMENTS

THE APPROVED PROVIDER/MANAGEMENT/NOMINATED SUPERVISOR WILL:

Dial **000** if a child is at immediate risk and SA Police or medical assistance is required.

- report allegations, disclosures or concerns of child abuse, neglect, harm or inappropriate conduct to relevant authorities, including SA Police (131 444), ESB, and CARL where required
- meet all requirements as mandatory reporting obligations and responsibilities to report serious concerns of risk of harm to the [Child Abuse Report Line \(CARL\)](#) or submit a report through [e-CARL](#) for non-urgent notifications
- notify ESB through the [NQA IT System](#) (within 24 hours) of:
 - any incident or allegation where it is reasonably believed that physical and/or sexual abuse of a child has occurred or is occurring while the child is being educated and cared for by the Service
 - any complaints alleging that a serious incident has occurred or is occurring at the Service
 - any serious incident, including (but not limited to):
 - physical or sexual abuse of a child where emergency services attended the Service
 - any circumstances that pose a risk to the health, safety or wellbeing of a child, including:
 - harmful behaviour of a child that poses a risk to other people while being educated and cared for by the Service
 - any incident or allegation of conduct by an approved provider, nominated supervisor, staff member or volunteer that a reasonable person would consider to be inappropriate at the Service, including inappropriate conduct towards a child or between adults in the presence of a child
 - any change to a person's WWCC or any relevant risk information related to child safety
- report any suspected cases of online abuse to the relevant authorities, including the eSafety Commissioner and SA Police, in accordance with legal requirements and child protection obligations
- ensure documentation is completed to assist in making reports to relevant authorities, including the *Incident, Injury, Trauma and Illness Record* in the first instance, and any other records required by relevant authorities

EDUCATORS WILL:

- contact the SA Police on **000** if there is an immediate danger to a child, where it is safe to do so, take reasonable steps to protect the child until emergency services arrive
- understand their obligations as mandatory reporters and their requirement to report any situation where they believe, on reasonable grounds, that a child is at risk of harm to CARL (13 14 78) (available 24 hours/7 days a week)

- listen to and acknowledge a child's disclosure, taking their concerns seriously and engaging the appropriate authorities
- report concerns directly to SA Police where there is an immediate threat to a child's safety or where a crime is suspected, including allegations of assault, sexual abuse or grooming and ESB within 24 hours
- be aware of the requirement to report a concern or if they have a suspicion that a child is at risk of abuse, harm, neglect or ill-treatment to the approved provider or nominated supervisor
- report all child safety concerns, incidents, allegations and complaints to the approved provider or nominated supervisor
- prepare accurate, objective and timely records, recording exactly what happened, conversations that took place and what was observed to pass on to the relevant authorities to support any investigation
- NOT investigate allegations or suspicions of risk of harm, but collect only enough information to clarify concerns and make a report to SA Police, CARL, ESB or other appropriate authority
- understand that allegations or concerns relating to their own conduct will be managed in the same way as allegations made against any other people
- identify and notify any concerns, allegations, suspicions, observations or disclosures of inappropriate conduct, including conduct by a staff member, volunteer, contractor or student that may place a child at risk of harm, to the approved provider in accordance with Service procedures and ESB within 24 hours
- refer families to appropriate support agencies where there are concerns but no significant reasons to believe a child is at risk of harm. Referral pathways may include various programs within the [Child and Family Support System \(CFSS\)](#). Family consent will be sought (where appropriate) before making referrals.
- identify and report any concerns, allegations, suspicions, observations or disclosures of inappropriate conduct (observed or suspected or disclosures) by other staff members, volunteers or students to the approved provider and Education Standards Board within 24 hours in accordance with Service procedures
- seek appropriate support for their own wellbeing following child protection concerns, disclosures, allegations or reports, while maintaining confidentiality and professional responsibilities.

CONFIDENTIALITY

It is important that all allegations and notifications remain confidential until investigated by the appropriate authorities. The individual who makes the notification should not inform the suspected perpetrator (if known) nor attempt to investigate any allegation themselves. This ensures the matter can

be investigated without contamination of evidence or pre-rehearsed statements by the appropriate authorities.

Our Service is committed to providing support to children, families, educators or staff who have made a report regarding child protection, with a focus on upholding strict confidentiality throughout the process. Our primary concern is the wellbeing and safety of the child, and we will work closely with relevant authorities, professionals, and support networks to ensure that the child's best interests are met throughout the process. Our dedicated support system will assist educators and staff in navigating this challenging process while safeguarding their privacy and professional wellbeing.

SHARING OF INFORMATION

The *Children and Young People (Safety) Act 2017* allows information to be shared with certain persons or bodies to perform functions related to providing services and support to children and young people, when the information relates to the health, safety or wellbeing of children and young people, or where it is necessary to manage risks to children and young people.

The [*Information sharing guidelines for promoting safety and wellbeing \(ISG\)*](#) supports staff and educators to:

- share information and collaborate with others to promote the safety and wellbeing of children, young people, families and carers
- understand when information must be shared, may be shared or should not be shared
- understand the interconnection between the *Children and Young People (Safety) Act 2017* and the ISG, and how together, they provide a strong framework for appropriate information sharing
- understand the process and decision-making steps that must be followed when sharing information; and
- ensure children and young people's right to safety is paramount in decisions to share information and is not overridden by other considerations such as privacy or confidentiality.

PROTECTION FOR REPORTERS

All reporters are protected against liability and detrimental action for making or proposing to make a report under section 163 of the [*Children and Young People \(Safety\) Act 2017*](#).

Mandated reporter identities will not be disclosed unless the disclosure:

- is made with the consent of the person who gave the notification, or

- is required or authorised by the Chief Executive or under the *Children and Young People (Safety) Act 2017*, or
- is made by way of evidence and the court or tribunal is satisfied the disclosure is of critical importance in the proceedings and failure to admit it would prejudice the proper administration of justice, or
- is reasonably necessary for the performance of the person's official functions and duties, or the functions and duties of a state authority relating to the protection of children and young people from harm, or
- is reasonably necessary to prevent harm, or further harm, being caused to a child or young person to whom the information relates.

THE APPROVED PROVIDER, MANAGEMENT AND NOMINATED SUPERVISOR WILL ENSURE:

Governance, Child Safety and Compliance

- that obligations under the Education and Care Services National Law and Education and Care Services National Regulations are met, and children's safety, rights and best interests are prioritised at all times
- all children being educated and cared for by the Service are adequately supervised
- a range of strategies are used to provide effective supervision, including using attendance records to ensure children are accounted for (e.g., head counts)
- that they do not subject a child to inappropriate conduct or inappropriate discipline and ensure that no child being educated and cared for by the Service is subjected to inappropriate conduct or inappropriate discipline by any staff member, student or volunteer
- that the premises, including toilets and nappy change facilities, are designed and maintained to facilitate clear supervision of children while maintaining their rights and dignity

All employees, volunteers, students and visitors (where applicable):

- have knowledge of and adhere to child safety policies, including the *Child Protection, Child Safe Environment, Code of Conduct and Safe Use of Digital Technologies and Online Environments Policies*
- have knowledge of and adhere to the legislative requirements and not use, or have access to, any personal electronic devices, including mobile phones or smart watches used to take images or videos when educating and caring for children at the Service
- only use electronic devices supplied by the Service for taking images or videos of children enrolled at the Service

- are never left alone with a child while at the Service under any circumstances (best practice for staff and educators, mandatory for volunteers, students and visitors).
- are required to participate in a comprehensive induction, training and ongoing supervision to promote and foster a child safe culture and ensure they understand that child safety is everyone's responsibility, and they adhere to the National Principles for Child Safe Organisations
- are provided with support to adhere to a zero-tolerance stance against child abuse
- are supported and empowered to make a report to CARL or SA Police
- are informed of appropriate positive and consistent approaches to guide behaviour and ensure no child is subjected to any form of corporal punishment or discipline that is unreasonable in the circumstances

Recruitment, Screening and Workforce Requirements

- all prospective applicants are required to complete a prohibition notice declaration to acknowledge they do not hold any prohibition notices or negative notices that would prevent them from working with children
- all staff, volunteers' and students' WWCC are validated and checked prior to their employment or engagement
- WWCC for visitors who come into direct contact with children are validated and recorded (records should include WWCC number and expiry date)
- a record is kept and updated with the number of each WWCC and expiry date, and staff and educators are reminded to renew their WWCC at least 3 months prior to expiry
- a person is immediately removed from child-related work if their WWCC is suspended, cancelled or under reassessment

Reporting, Records and Continuous Improvement

- the Service cooperates and complies with any directions or orders issued by ESB regarding a show cause, suspension or supervision notice provided to a student, volunteer or visitor, including immediately preventing the person from engagement with children
- records of harm or risk of harm are kept confidential, stored securely, and accessible only to authorised personnel, in line with our *Privacy and Confidentiality Policy*
- records relating to child sexual abuse that has occurred or is alleged to have occurred are kept for at least 45 years [recommendation not mandatory]
- complaint handling processes are child-focused and provide support and guidance for

children to identify who they can talk to if they are feeling unsafe

- critical reflection is undertaken with staff and educators following any critical incident to inform changes to policies, procedures, practices (including supervision arrangements), and risk assessments

STAFF, EDUCATORS, VOLUNTEERS, STUDENTS AND VISITORS WILL: (where applicable)

- comply with and understand *Child Protection, Child Safe Environment, Code of Conduct, and Safe Use of Digital Technologies and Online Environments Policies* and relevant procedures
- support and promote a child safe culture within the Service by complying with the National Principles for Child Safe Organisations
- adhere to the Service's zero-tolerance stance against child abuse
- complete approved child protection training, i.e., [Responding to Risks of Harm, Abuse and Neglect \(RRHAN-EC\)](#)
- complete mandatory national child safety training within the required timeframes and renew it every 2 years
- understand their mandatory reporting obligations and responsibilities, and be aware that neglecting to report child protection concerns may be deemed a criminal offence
- not use any personal electronic devices, including mobile phones or smart watches used to take images or video of children at the Service
- implement consistent, appropriate interactions with children
- foster a culture of openness, respect and cultural safety where children and young people feel secure and valued
- provide ongoing monitoring and follow-up for children's health and wellbeing
- use appropriate, positive and consistent approaches to guide behaviour and ensure no child is subjected to any form of corporal punishment, inappropriate conduct or inappropriate discipline
- notify the approved provider, nominated supervisor and ESB as soon as practicable, and no later than 24 hours, if they observe, suspect or receive an allegation or disclosure that a staff member or volunteer is engaging in or has engaged in inappropriate conduct.

DOCUMENTING A DISCLOSURE

A DISCLOSURE OF HARM (GENERAL)

A disclosure of harm emerges when someone, including a child, tells you about harm that has happened or is likely to happen. Disclosures may be received from a child, family, staff member, volunteer or another person.

WHEN RECEIVING A DISCLOSURE OF HARM FROM A CHILD, THE PERSON RECEIVING THE DISCLOSURE WILL:

- give the child or young person their full attention
- remain calm and find a suitable place to talk where the child feels comfortable and can be heard
- not make promises that cannot be kept. For example, never promise confidentiality or that the information will not be shared.
- explain to the child or young person what you plan to do next and what is required
- reassure the child or young person that they have done the right thing in revealing the information or speaking up, and that it will be necessary to tell those who can help keep them safe
- let the child or young person take their time and use their own words
- only ask enough questions to clarify the information required to make a report, as further questioning could cause distress, confusion or interfere with any later enquiries
- tell the child or young person that the abuse or harm is not their fault
- support culturally and linguistically diverse children and children with additional needs to express themselves in their preferred way
- not attempt to investigate or mediate an outcome between the parties involved
- not confront the alleged perpetrator
- document the disclosure as soon as possible so the details are accurately captured, including:
 - time, date and place of the disclosure
 - 'word for word' record of what was said and what happened, including anything they (the staff member/educator) said, and any actions taken
 - date of record and signature.

Adapted from: Australian Institute of Family Studies (2025), *Responding to children and young people's disclosures of abuse*.

If educators or staff have concerns about the safety of a child or young person, they will use the [Notification checklist](#) to record required information before phoning CARL.

EDUCATING CHILDREN ABOUT PROTECTIVE BEHAVIOURS

Our educational program will support children to learn about their rights, develop protective behaviours, and encourage them to express their views, feelings and concerns.

Children will be supported to learn:

- about safe and unsafe behaviour in both physical and online environments

- about appropriate and inappropriate contact in an age-appropriate and developmentally appropriate way
- about body safety, including using correct names for private body parts, recognising inappropriate touch and respecting personal space and boundaries
- appropriate interactions with other children, including respecting personal space, body boundaries, consent, privacy and the right of others to feel safe and comfortable
- that no other child is allowed to touch your private body parts and you are not allowed to touch another child's private parts
- what to do if another child asks them to engage in sexual behaviour or touches them without consent
- about their right to feel safe and respected at all times
- to say 'no' to anything that makes them feel unsafe or uncomfortable, and seek help from trusted adults
- strategies to help them recognise and respond to situations that may make them feel unsafe or uncomfortable
- to identify and express feelings when they feel safe, unsafe, worried or uncomfortable
- identify trusted educators, adults and friends who can support them
- the difference between 'safe and unsafe secrets', and that there is no secret that cannot be shared with a trusted adult
- that educators are available to listen and support them if they have any concerns
- to tell a trusted adult about any behaviour, activity or person that makes them feel unsafe or worried
- to recognise and express their feelings verbally and non-verbally
- strategies to help them regulate emotions and seek support when needed.

BREACH OF THE CHILD PROTECTION POLICY

A breach is any action or inaction by an individual within the Service, including staff, educators, students, volunteers and visitors who fail to comply with any part of this policy. The rights and best interests of children are paramount, and breaches will be treated seriously.

Any allegations of criminal offences against children, including sexual offences, must be reported to the SA Police and relevant authorities immediately.

MANAGING A BREACH OF THE CHILD PROTECTION POLICY

Management will respond to any breaches of this policy in a fair, unbiased and supportive manner by:

- liaising with the DCP, DHS Screening Unit, ESB and SA Police, as appropriate, to ensure evidence is not destroyed or compromised

- not conducting an internal investigation while external agencies such as DCP, DHS Screening Unit, ESB and/or SA Police are conducting an investigation
- following directions from external agencies such as DCP, DHS Screening Unit, ESB and/or SA Police, which may include immediately preventing the educator or staff member who is the subject of allegations from working with children or young people until authorities conclude their investigation
- complying with all ESB requirements regarding notifications and compliance actions

Management may undertake an internal investigation if the DCP or the SA Police are **not** conducting their own investigation or if their action has concluded. Management will:

- give the educator, staff member, student or volunteer the opportunity to provide their version of events and respond to the concerns
- document the details of the breach, including the information provided by all parties
- record the outcome clearly, factually and without bias
- maintain confidentiality in accordance with Service policy and legal obligations
- reach a decision based on fair consideration of all evidence and available information.

OUTCOME OF A BREACH OF THE CHILD PROTECTION POLICY

Staff members or educators who fail to adhere to this policy may be in breach of their terms of employment. Visitors, students or volunteers who fail to comply with this policy may face termination of their engagement. Depending on the nature of the breach, outcomes may include:

- disciplinary procedures, including termination of employment, if required
- reinforcing the relevant requirements of the *Child Protection Policy* or procedure that were not followed
- providing closer supervision
- providing further education and training
- reviewing current policies and procedures and developing new policies and procedures if necessary

SUPPORT FOR EDUCATORS AND STAFF

The approved provider, management and nominated supervisor will ensure:

- educators and staff who are involved in making a mandatory report, responding to a disclosure of abuse or neglect, or managing a notification involving concerning or harmful sexual behaviours displayed by a child are offered timely and appropriate support
- a confidential debrief is provided to any educator or staff member following their involvement in a child protection notification

- educators and staff are provided with access to professional support, including the Service's Employee Assistance Program (EAP), where needed
- the support provided to educators and staff involved in child protection matters remains confidential.

CHILD PROTECTION RESOURCES

Australian Human Rights Commission. [Child safe organisations](#)

Emerging Minds. [Supporting children who have experienced trauma](#)

Government of South Australia [Indicators of harm or risk to children and young people](#)

Government of South Australia. [Child Safe Environment Program](#)

Government of South Australia. [Process for mandated notifiers](#)

[Kids Helpline](#)

[Lifeline](#)

NAPCAN - [Prevent Child Abuse & Neglect](#)

Raising Children Network. [Safeguarding children and child sexual abuse](#)

Stop It Now! [A child or young person's sexual behaviour](#)

SOURCES

Australian Children's Education & Care Quality Authority. (2025). [Embedding the National Child Safe Principles](#)

Australian Children's Education & Care Quality Authority. (2026). [Guide to the National Quality Framework](#)

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Australian Children's Education & Care Quality Authority. (n.d.). [Reporting requirements about children](#)

Australian Children's Education & Care Quality Authority. (2026). [Safe use of devices in education and care services](#)

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Australian Government. Department of Education. [Belonging, Being and Becoming: The Early Years Learning Framework for Australia.](#)V2.0, 2022

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REVIEW

POLICY REVIEWED	AUGUST 2026	NEXT REVIEW DATE	AUGUST 2027
VERSION NUMBER	V9.08.26		
MODIFICATIONS	<ul style="list-style-type: none"> • annual policy review • revised roles, responsibilities and legislative obligations • introduced and improved headings and the overall structure – reorganising points as needed • removed duplicated and outdated content • adjusted wording 'mandatory reporters' to 'mandatory notifiers/reporters' where applicable • added new sections, including <ul style="list-style-type: none"> ○ support for educators and staff ○ e-CARL • updated content for accuracy, clarity and consistency • all references and sources checked for currency and updated as required 		
POLICY REVIEWED	PREVIOUS MODIFICATIONS		
FEBRUARY 2026	<ul style="list-style-type: none"> • policy reviewed out of scope due to changes in Education and Care Services National Law to include child safety reforms National child safety training, inappropriate conduct offences • additional definitions added • sources checked for currency and updated as required 		