

1. Purpose

This policy forms part of Uplyft's zero-tolerance towards abuse and neglect of children and young people.

The purpose of the Safeguarding Children and Young People Reporting Policy is to ensure all instances, allegations, disclosures or reasonable concerns of abuse or neglect involving children and young people, are accurately reported and responded to in a consistent, timely and sensitive manner.

This policy also outlines the responsibility of personnel to report any concern with the conduct of other personnel within Uplyft that contravene our policies and procedures, particularly Uplyft's Code of Conduct.

Compliance with this policy ensures all incidents are reported and managed in a way that is responsive to the immediate circumstances of the incident, the rights of those involved, and wherever possible, any risks of recurrence are minimised.

This policy assists personnel to:

- Recognise the different types of abuse and neglect.
- Respond to the immediate needs of individuals involved in an incident (including personnel).
- Guide responses to allegations and matters of concern, including breaches of Uplyft's Code of Conduct.
- Follow Uplyft's reporting procedures.
- Ensure their legal responsibilities when working with children and young people are upheld.

Uplyft's policies and procedures reflect child safe legislation and promote best practice and care for the children and young people within our organisation. The Uplyft Board of Directors approves and endorses our Safeguarding Children and Young People Reporting Policy.

This policy is to be read in conjunction with the Safeguarding Children and Young People Reporting Procedure and considered in conjunction with the documents listed in the 'Supporting Resources' section of this Policy.

2. Scope

The Safeguarding Children and Young People Reporting Policy applies to all personnel and contractors involved with Uplyft.

This Policy applies in all our operational environments and without fail wherever children and young people are participating in Uplyft's activities, programs, services and facilities.

3. Responsibilities

All personnel within Uplyft have a duty of care, and at times a legal obligation, to ensure reasonable steps are taken to prevent harm to children and young people. All personnel are responsible for supporting a transparent culture, whereby any actions by personnel that go against Uplyft's Code of Conduct and Safeguarding Children and Young People Policy, however minor, are reported and documented.

Uplyft personnel are obligated to report any information relating to:

- Incidents, allegations, disclosures or reasonable concerns in relation to abuse or neglect of a child/ young person, either by personnel within Uplyft or by others.

- Any breaches or actions of other personnel within Uplyft that contravene our policies and procedures, such as outlined in Uplyft's Code of Conduct.

4. Consequences of breaching policy

Uplyft policy prohibits all personnel from:

- Discussing any concerns or allegations with unauthorised personnel – within or outside Uplyft – such prohibition not being designed to limit, in any way, their rights and responsibilities to report their concerns or allegations, but rather as part of Uplyft's commitment to ensuring privacy, confidentiality and natural justice.
- Making deliberately false, misleading or vexatious allegations.

If personnel fail to report reasonable concerns of abuse or neglect of a child or young person – by personnel within our organisation or by others – Uplyft views such failure as a serious matter that, depending on the circumstances, may result in disciplinary action or be grounds for dismissal. Failure to report incidents of abuse, neglect or harm of child or young person may be classed as a criminal offence under state law.

5. Empowering Children and Young People

All children and young people within Uplyft are informed of our policy and provided with the support and mechanisms to feel empowered to speak up if they feel unsafe, hear something or see something that doesn't feel right. Uplyft upholds a child's rights to be heard, protected and supported.

In adhering to this policy, personnel of Uplyft will promote equity and respect diversity of the children and young people and their parents/care givers who access Uplyft services and inform children and young people of their rights to feel and be safe. This includes:

- Aboriginal and Torres Strait Islander children and young people
- Children and young people from culturally and/or linguistically diverse backgrounds
- Children and young people with a disability and/or additional needs
- LGBTIQA+ (Lesbian, gay, bisexual, transgender, queer and intersex)
- Children and young people unable to live at home

Uplyft upholds a family's right to raise concerns and have these resolved in a culturally respectful and safe way.

The responsibility of each role in relation to the development and compliance of Uplyft's Safeguarding Children and Young People Reporting Policy is detailed in section 14 of this policy.

6. Complaints Handling

Uplyft prioritises children and young people's rights, safety and wellbeing, including the right to make a complaint via formal or informal mechanisms. A complaint can include expressions of dissatisfaction about:

- Uplyft services or dealings with individuals.
- Allegations of abuse or misconduct by personnel or another individual associated with the organisation.
- Disclosures of abuse or harm made by a child or young person.
- The conduct of a child or young person at Uplyft.
- The inadequate handling of a prior concern.
- General concerns about the safety of a group of children, young people or activity.

Any complaint made by a child/young person will be responded to and investigated promptly in-line with Uplyft's Client Feedback and Complaints Policy and Procedure.

7. Prevention and Preparedness

All personnel are provided with Uplyft's Code of Conduct and Safeguarding Children and Young People Policy which clearly details the behavioural expectations of personnel around children and young people.

It is the responsibility of all personnel to identify, assess and mitigate safeguarding risks in ongoing programs and one-off activities. Personnel should consider the online, physical or psychological risks associated with activities, and develop and implement risk mitigation strategies to address those risks, in line with Uplyft's Risk Management Framework and Procedure.

Uplyft personnel will use strategies to support and encourage children and young people to practice safe behaviours amongst personnel and their peers and speak up if they feel unsafe.

8. Guiding Principles

There are four guiding principles Uplyft personnel will apply regarding all incidents, allegations, disclosures or reasonable concerns of abuse or neglect. They should be considered by all personnel involved and at different stages of the process.

- Responding
- Reporting
- Sharing Information
- Supporting

9. Responding

Responding to an incident

Immediate responses will consider the care, support and communication actions that take place immediately following an incident to mitigate further harm and ensure the safety of children and young people and other service users, families and personnel.

Responding to a complaint

When responding to a complaint made by a child or young person (or by another individual on behalf of a child or young person) all personnel will follow the steps outlined in Uplyft's Client Feedback and Complaints Policy and Procedure.

Responding to alleged abuse and harm of a child by another child/young person

Responding to harm and abuse of a child by another child or young person may require Child Protection intervention, and/or other additional support services for all children/young people involved.

Children and young people who display harmful sexual behaviours require specific responses and supports that carefully examine the nature of their behaviours, developmental considerations, and any other contextual and contributing factors.

Uplyft's Responding to Harmful Sexual Behaviours Procedure, details the required actions all personnel must follow for each of the four critical steps and to fulfil internal and external reporting requirements.

Responding to personnel misconduct

All incidents, disclosures and allegations that do not require an immediate response identified above, which breach Uplyft's Code of Conduct or Safeguarding Children and Young People Policy will be reported to their line supervisor.

10. Reporting

Internal reporting requirements

Uplyft personnel are required to report any reasonable concerns of abuse or neglect by any person immediately, or if that is not possible, no later than before ending that person's shift or session of work. Personnel will notify their line supervisor/Operations Manager in the first instance, followed by a discussion with the Safeguarding Lead prior to any external reporting, although if this is not possible the external report should not be delayed. The line supervisor will report the concern through the chain-of-command through to the CEO.

It is not the role of personnel to determine or investigate, however personnel must continually report each new instance of suspicion of harm or alleged misconduct as they become aware. Personnel will seek advice from their line supervisor/Operations Manager and Safeguarding Lead when they are unsure.

Allegations against personnel regarding a breach of child-safe conduct will be reported through the chain-of-command to the CEO. The CEO (or their delegate) will consider if the conduct contravenes child safe behaviours and act in accordance with the Scheme, and Uplyft's Policies and Procedures.

All incidents will be internally logged on Donesafe (Uplyft's online Incident Register) unless there are significant concerns pertaining to the privacy and confidentiality of personnel, in which case they will be recorded by People and Culture's employee record management system.

All reports must be documented fully, written factually, objectively and recorded on the Incident Register. Clear and accurate reporting can assist to support any internal or external investigation which may be required after an incident. In some cases, due to contractual obligations or for privacy and confidentiality reasons, the names of those involved may be de-identified in the incident report.

Uplyft personnel will follow all internal and external reporting actions as detailed in Uplyft's Safeguarding Children and Young People Reporting Procedure.

External reporting requirements

In addition to the internal reporting process, Uplyft has external reporting requirements to fulfil, including legal reporting obligations. This includes reporting to the Police, child protection authorities, other relevant government bodies including any professional bodies and or accrediting and regulatory bodies.

All safeguarding incidents requiring external authority notification will in the first instance be reported to their line supervisor/Operations Manager and the Safeguarding Lead to provide the necessary support and will be reported to the CEO. External notifications required by organisational policy and governing legislation must be initiated by the CEO or their delegate.

Mandatory reporting

Mandatory reporting requirements are the legal obligations of specified professionals to report incidences of child sexual abuse where they have a reasonable belief that abuse has occurred. Uplyft's Jurisdictional Mandatory Reporting obligations are detailed in Appendix 5 (noting variations in mandatory reporting criteria in other states/territories Uplyft operates in).

If the incident meets mandatory reporting thresholds or if unsure, personnel within Uplyft who are Mandatory Reporters must, as soon as practicable notify their line supervisor/Operations Manager and Safeguarding Lead for support and advice, including internal escalation requirements. Before the end of the shift, reporters will notify the prescribed child protection authority of their suspicion and its basis. Incidents involving personnel within Uplyft or others (i.e., family members) must be reported to child protection authorities.

Non-mandated personnel who have reasonable concerns for the safety and wellbeing of a child will, as soon as practicable, notify their line supervisor/Operations Manager and Safeguarding Lead for support and advice, including internal escalation requirements. Before the end of the shift, reporters will report to the child protection authority and/or police/ Reportable Conduct Scheme in their jurisdiction.

Non-mandated jurisdictional reporting guidance is detailed in Appendix 5.

Criminal Offences under Mandatory Reporting

It is a criminal offence for a mandated reporter to fail to report abuse where they have a reasonable belief that abuse has (Western Australia), or is likely to, occur (Tasmania and Northern Territory).

Reportable Conduct

Reportable conduct is the mistreatment of a child or young person, or misconduct by personnel within Uplyft, including contractors and personnel from partner organisations. This includes, but is not limited to, a sexual offence, sexual misconduct, ill-treatment, neglect, assault, and behaviour that causes significant emotional or psychological harm to a child.

Uplyft falls within the jurisdictions of Western Australia and Tasmania where the Reportable Conduct Scheme requires Uplyft to notify the authority if there is an allegation of misconduct relating to a child/young person made against one of its personnel, including employees, casual employees, Board Directors, committee members, contractors, sub-contractors, volunteers or authorised carers. The Reportable Conduct Scheme is not applicable in the Northern Territory.

Under legislation, the CEO is the person who is primarily responsible for Uplyft's compliance with the Reportable Conduct Scheme. Where there is an allegation involving Uplyft's personnel, the CEO (or their delegate) will consider if the conduct contravenes child safe behaviours and act in accordance with the Scheme, and Uplyft's Policies and Procedures.

Jurisdictional information is detailed in Appendix 5.

Working with Children Check (or equivalent) Authorities

Should there be reasonable concern that an individual has acted in a way or been charged with or convicted of an offence which makes it inappropriate for them to engage in child-related work, Working with Children Check (WWCC) authorities may need to be notified.

Jurisdictional information is detailed in Appendix 5.

Other Reporting Obligations

Uplyft must ensure other additional external reporting requirements are completed, including but not limited to notifiable prescribed incidents involving children and young people to professional bodies, accrediting and regulatory bodies and third-party arrangements where incidents are likely to affect performance. Uplyft's External Reporting requirements are detailed in the Safeguarding Children and Young People Reporting Procedure.

Reporting to the Australian Childhood Foundation (ACF)

As a Safeguarding Children Accredited organisation by the (ACF), reports must be made to ACF by completing the Child Abuse Incident- ACF Report Form as follows:

- All critical incidents to be verbally reported to ACF within 24 hours; and
- Any allegations of child abuse or neglect, that involves our personnel within 28 days of the incident in accordance with the requirements of the Safeguarding Children Program.

Reports to the ACF will be made by Uplyft's Safeguarding Lead.

Appendix 3 details Uplyft's obligations in notifying ACF of critical child abuse incidents and allegations involving personnel, in accordance with Safeguarding Accreditation Requirements.

11. Sharing of Information

Confidentiality and Privacy

In accordance with the organisation's Privacy Policy, Uplyft will maintain the confidentiality and privacy of all concerned (including the alleged perpetrator), except if doing so would compromise the safety or wellbeing of the child/young person and/or the investigation of the allegation, or other reporting legislative requirements such as, but not limited to, mandatory reporting/criminal offence/reportable conduct scheme.

12. Supporting

Uplyft will address the support needs of those impacted by the incident including considerations of cultural safety for:

- The child/young person and their family (this includes any specific support needs for those from an Aboriginal and Torres Strait Islander; Culturally and Linguistically Diverse; or person with a disability background; LGBTQI+, or a child or young person who is unable to live at home).
- Other children or young people as witnesses to the incident.
- Personnel who witness and/or reported the incident.
- Any personnel against whom a complaint is made, for example, offering professional counselling.
- Other personnel impacted by the incident.

Uplyft will make clear to all other personnel who are aware of the incident that:

- After making a report (internally or externally), they may not be notified about the outcome of any investigation.
- Any allegation does not mean the person is guilty, and that the allegation will be properly investigated and will include the right to 'procedural fairness'.
- They are not to discuss the matter with any person, except as directed by police, child protection authorities and/or our Safeguarding Lead and only in direct relation to investigation of the allegation.

13. Records and Documentation

All Incident Reports will be recorded on Donesafe, Uplyft's online Incident Register, and reviewed monthly by senior management to ensure the effectiveness of actions taken and to identify areas for improvement.

Uplyft Operations Managers in consultation with the Heads of Community and Early Years Services and the Safeguarding Lead will oversee the administration of completed Incident Reports and any other documentation relating to the allegation and subsequent action.

All incidents escalated to and managed by the Critical Incident Response Team will be reported to the CEO. Uplyft's Safeguarding Committee will document and oversee the implementation of all recommendations and improvements.

To prevent access by unauthorised persons, Uplyft stores any documentation associated with an allegation of abuse or neglect of a child or young person and breaches of policy by having:

- Hard-copy records stored in a locked filing cabinet (or similar)
- Electronic records stored in a password-protected folder (or similar)

All documentation is gathered, used, stored and disposed in accordance with Uplyft's Policies and Procedures and relevant laws.

14. Communication and Training

Uplyft will communicate this Policy, and its requirements to children, young people and their families and Uplyft personnel.

Uplyft ensures all new personnel are informed and supported to understand Uplyft's safeguarding children and young people policies and procedures, paying particular attention to the practices detailed in this Reporting Policy and the Reporting Procedure.

Copies of this Policy and Procedure, and Uplyft's Code of Conduct are provided directly to personnel, they are also publicly accessible and available in child-friendly versions.

Uplyft provides training and guidance relating to an individual's safeguarding responsibilities and offers opportunities to seek clarity in relation to the commitments and behavioural expectations set out in Uplyft's safeguarding policies.

We provide regular ongoing training of personnel in relation to how our commitment to keeping children and young people safe will be fulfilled, including training regarding children and young people's rights, voices and participation, cultural safety and humility.

15. Monitoring and Review

This document will be reviewed every three years, in consultation with stakeholders. Some circumstances may trigger an early review, this includes but not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by the Board or CEO. Records are retained to document each review undertaken. Such records may include minutes of meetings and documentation of changes to policies and procedures that result from a review.

16. Supporting Resources

- Appendix 1 Definitions
- Appendix 2 Key Indicators of Abuse
- Appendix 3 Categories of Incidents
- Appendix 4 Responding to a disclosure or allegation
- Appendix 5 Jurisdictional Reporting Information

17. Additional Information/Legislation to be Viewed with this Policy

- Appendix 1 Definitions
- Australian Human Rights Commission National Principles for Child Safe Organisations
- Children and Community Services Act 2004
- Care and Protection of Children Act 2007 (Northern Territory)
- Children, Young Persons and Their Families Act 1997 (Tasmania)
- Better Care, Better Services
- National Principles for Child Safe Organisations
- Education and Care Services National Law (WA) Act (2012)
- Education and Care Services National Regulations (2012)
- National Quality Standard for Early Childhood Education and Care and School Age Care (2018)
- Disability Services Act 1993
- Disability Services Regulations 2004
- NDIS Practice Standards
- National Quality and Safeguarding Framework
- [Australian Open Disclosures Framework](#)

18. External resources to be utilised for further information

- National Principles for Child Safe Organisations WA: Guidelines
- Child Safe Organisations WA <https://www.ccyp.wa.gov.au/our-work/child-safe-organisations-wa/>
- Commissioner for Children and Young People WA <https://www.ccyp.wa.gov.au/>
- The Three Pillars of Transforming care. Author-Howard Bath
<http://www.twi.org.au/3PHealingInTheOther23Hours.pdf>
- Australian Human Rights Commission <https://humanrights.gov.au/>
- United Nations Convention on the Rights of the Child
- Create Foundation <https://create.org.au/who-we-are/>
- Charter of Rights Poster for Children and Young People in Care
https://create.org.au/wp-content/uploads/2019/02/Charter_WA_Poster.pdf
- Australian Institute of Family Studies
[Responding to children and young people's disclosures of abuse](#)
- Mandatory Reporting Scheme WA
<https://www.wa.gov.au/government/document-collections/mandatory-reporting-of-child-sexual-abuse-wa-resources>
- Responding to disclosures Western Australia
[Mandatory reporting information sheet 5: responding to disclosures](#)
- Reportable Conduct Scheme – Ombudsman Western Australia
https://www.ombudsman.wa.gov.au/Reportable_Conduct/Reportable_Conduct
- Working with Children Check – Department of Communities Western Australia
<https://www.wa.gov.au/organisation/departments/department-of-communities/working-children-check>

- Mandatory Reporting Tasmania
[Strong Families Safe Kids - Call 1800 000 123](#)
- Reportable Conduct Scheme Tasmania
- [Office of the Independent Regulator \(oir.tas.gov.au\)](#)
- eSafety Commissioner Resource, Report serious online abuse and harmful content
[How to report abuse or content to eSafety](#)

19. Roles and Responsibilities

The responsibilities of each role in relation to the development, implementation and compliance of Uplyft's Safeguarding Children and young People Reporting Policy are detailed to follow:

Position	Responsibility
Board	• Provide oversight and endorsement of this policy • Receiving incident reports for specified categories of incidents, provide support and advice as appropriate, and utilise data to inform organisation incident and risk management strategies
Chief Executive Officer (CEO)	• Implement policies and procedures across the organisation • Ensure personnel have access to and understand this policy and related procedures • Ensure all managers/supervisors have access to support, advice and resource to understand and implement this policy and related procedures • Reportable Conduct responsibility • Establish CIRT Term in response to Moderate and Critical Incidents • Initiates external reporting
Safeguarding Children and Young People Committee	• Review and monitor the implementation of this policy and related procedures • Receive and respond to reports from Critical Incident Response/Review Teams in relation to serious safeguarding incidents • Report to the Uplyft Executive and to the Board Risk Committee on a quarterly basis ○ Serious/ Critical Incidents ○ Reportable Conduct ○ Australian Childhood Foundation (ACF) Critical Incidents
Critical Incident Response Team (CIRT)	• Receive and respond to all Critical Incidents ○ Criminal behaviour, ○ Breaches of professional standards or organisational policy (for example Uplyft Code of Conduct) by personnel that cause harm to or significantly compromise the health and safety of including client / service users, including children and young people and personnel • Work with the appointed Incident Coordinator to manage the response and recovery of all Critical Incidents • Conduct a review of all Critical Incidents • Report to the Safeguarding Children and Young People Committee
Workforce/HR/ Quality	• Review and update this document and supporting resources in consultation with relevant stakeholders • Provide training and advice in the application of policy and procedures • Assist with messaging across organisation if required

Position	Responsibility
Executive Managers/General Managers/Operations Managers/Safeguarding Lead	• Ensure this policy and related procedure is followed and implemented • Receive and manage incident reports • Assess each situation reported and notify appropriate personnel of the incident as indicated on this policy • Responsible for the response and recovery coordination of an incident • Report to the Critical Incident Response Team where required • Provide support and advice in the application of this policy
Personnel	• Awareness of and compliance with this policy and related procedure. • Immediately control the situation including liaising with key stakeholders, obtaining and documenting details of the incident • Complete incident report form, and escalate to the Coordinator or Operations Manager who will inform the Head of Community Services or Early Years Services and Safeguarding Lead

20. Supporting Documentation

Related Frameworks	Related Policies	Related Documents
• Safeguarding Children and Young People Governance Framework • Governance Framework • Risk Management Framework • (Undergoing Review) • Practice Governance and Quality Assurance Framework • Wellebing at Uplyft Framework	• Safeguarding Children and Young People Policy • Client Feedback and Complaints Policy • Privacy Policy • Incident Management and Reporting Policy • Notification of Serious Matters Policy • Discipline and Termination Policy • Whistleblower Policy • Child Protection Policy • Foster Care – Significant Incident Policy • Managing Contractors and Partners Policy	• Uplyft Child Safe Commitment • Uplyft Code of Conduct • Child's Voice Guideline • Responding to Harmful Sexual Behaviours Procedure (To be developed) • Discipline and Termination Procedure • Risk Management Procedure • Managing Contractors and Partners Procedures

Note: Individual Uplyft Services may have additional unique policies and procedures required to meet varying legislative, licencing and contract requirements.

Appendix 1 - Definitions

The table below provides definitions for terms used within this Reporting Policy.

Term	Definition
Bullying	Bullying involves the inappropriate use of power by one or more persons over another less powerful person or group and is generally an act that is repeated over time. Bullying has been described by researchers as taking many forms which are often interrelated and include: • Verbal (name calling, put downs, threats) • Physical (hitting, punching, kicking, scratching, tripping, spitting) • Social (ignoring, excluding, ostracising, alienating) and/or • Psychological (spreading rumours, stalking, dirty looks, hiding or damaging possessions).
Child or young person	A person under the age of eighteen years.
Emotional or psychological abuse	Emotional or psychological abuse occurs when a child does not receive the love, affection or attention they need for healthy emotional, psychological and social development. Such abuse may involve repeated rejection or threats to a child. Constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule and rejection or continual coldness are all examples of emotional abuse. These behaviours continue to an extent that results in significant damage to the child's physical, intellectual or emotional wellbeing and development. Emotional abuse is present in all forms of abuse and neglect.
Family Violence	Family violence is any threatening, coercive, dominating or abusive behaviour that occurs between people in a family, domestic or intimate relationship, or former intimate relationship, that causes the person experiencing the behaviour to feel fear. Family violence occurs when children are forced to live with violence between adults in their home. It is harmful to children. It can include witnessing violence or the consequences of violence. Exposure to family violence places children and young people at increased risk of physical injury and has a significant impact on their wellbeing and development.
Grooming	Child grooming is a premeditated behaviour intended to secure the trust and cooperation of children prior to engaging in sexual conduct, is a process that commences with sexual predators choosing a location or target area likely to be attractive to children (AIC 2008). A process of grooming then commences during which offenders take a particular interest in their child victim to make them feel special with the intention of gaining their trust. As trust is developed between the child victim and the offender, offenders then seek to desensitise child victims to sexual conduct by introducing a sexual element into the relationship. Grooming can take place in any setting where a relationship is formed, such as leisure, music, sports and religious activities, or in internet chatrooms, in social media or by other technological channels. Perpetrators can also 'groom' family members, and workers in organisations, to be seen as 'trusted' and enable them to spend time with the child they are targeting.
Harm	Harm to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing. It is immaterial how the harm is caused. Harm can be caused by: • physical, psychological or emotional abuse or neglect • sexual abuse or exploitation • a single act, omission or circumstance; and

Term	Definition
	a series or combination of acts, omissions or circumstances.
Harmful sexual behaviours	Are sexual behaviours displayed by children and young people that fall outside what may be considered developmentally expected or socially appropriate, may cause harm to themselves or others, and occur either face to face and/or via technology. When these behaviours involve others, they may include a lack of consent, reciprocity, mutuality, and involve the use of coercion, force or misuse of power.
National criminal history record check	Involves identifying and releasing any relevant Criminal History Information (CHI) subject to relevant spent convictions/non-disclosure legislation and/or information release policies
Neglect	Neglect is the persistent failure or deliberate denial to provide the child with the necessities of life. Such neglect includes the failure to provide adequate food, clothing, shelter, adequate supervision, clean water, medical attention or supervision to the extent that the child's health and development is, or is likely to be, significantly harmed. Categories of neglect include physical neglect, medical neglect, abandonment or desertion, emotional neglect and educational neglect. The issue of neglect must be considered within the context of resources reasonably available.
Online Grooming	Online child grooming occurs when an adult communicates online with a child under the age of 18 in order to establish an emotional connection or relationship with the child and gain their trust for the purposes of sexual abuse or exploitation. Online grooming may include perpetrators encouraging victims to engage in sexual activity or to send the perpetrator sexually explicit material. It may lead to perpetrators meeting the victim in person or blackmailing the victim to self-produce explicit materials. To evade detection in the grooming phase, perpetrators may also convince the victim to migrate to and from multiple online platforms, including those using encrypted technologies.
Personnel	All who work for the organisation whether in a paid or unpaid capacity, including employees, casual employees, volunteers, Board Directors, committee members and contractors
Physical abuse	Physical abuse occurs when a person subjects a child to non-accidental physically aggressive acts. The abuser may inflict an injury intentionally or inadvertently because of physical punishment or the aggressive treatment of a child. Physically abusive behaviour includes (but is not limited to) shoving, hitting, slapping, shaking, throwing, punching, biting, burning, female genital mutilation, excessive and physically harmful over training, and kicking. It also includes giving children harmful substances such as drugs, alcohol or poison. Certain types of punishment, whilst not causing injury can also be considered physical abuse if they place a child at risk of being hurt. Physical abuse also includes threats to physically harm, even if the person does not enact their threats.
Reasonable belief	A reasonable belief is more than suspicion. There must be some objective basis for the belief. However, it is not the same as having proof and does not require certainty. For example, a person is likely to have a reasonable belief if they; observed the conduct themselves, heard directly from a child that the conduct occurred, received information from another credible source (including another witness).
Reasonable steps	Personnel may breach duty of care towards a child or young person if they fail to act in the way a reasonable or diligent professional would have acted in the same situation. In relation to suspected child abuse, reasonable steps may include (but are not necessarily limited to): acting on concerns and suspicions of abuse as soon as practicable seeking appropriate advice or consulting with other professionals or agencies when the unsure of what steps to take, reporting the suspected child abuse to

Term	Definition
	appropriate authorities such as Police or Child Protection, arranging counselling and/or other appropriate support for the child, providing ongoing support to the child and sharing information with other personnel who will also be responsible for monitoring and providing ongoing support to the child or young person.
Sexual abuse	Sexual abuse occurs when an adult or a person of authority (e.g., older) involves a child in any sexual activity. Perpetrators of sexual abuse take advantage of their power, authority or position over the child or young person for their own benefit. It can include making sexual comments to a child, engaging children to participate in sexual conversations over the internet or on social media, kissing, touching a child's genitals or breasts, oral sex or intercourse with a child, or what the perpetrator may ask the child to do to them. Encouraging a child to view pornographic magazines, websites and videos is also sexual abuse. Engaging children to participate in sexual conversations over the internet is also considered sexual abuse.
Sexual exploitation	Sexual exploitation is a form of sexual abuse where offenders use their power, (physical, financial or emotional) over a child or young person, or a false identity, to abuse them sexually or emotionally. It often involves situations and relationships where children and young people receive something (food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money etc.) in return for participating in sexual activities. Sexual exploitation can occur in person or online, and sometimes the child or young person may not even realise they are a victim.

Appendix 2 – Key Indicators of Abuse

Abuse	Physical Indicators	Behavioural Indicators
Physical	- unexplained cuts, abrasions, bruising or swelling - unexplained burns or scalds, cigarette burns - rope burns or marks on arms, legs, neck, torso - unexplained fractures, strains or sprains; dislocation of limbs - recurrent injuries - bite marks - mouth and dental injuries - ear or eye injuries - disclosure of physical threats being made - consistent sickness/nausea from potential poisons - covering themselves with clothes inappropriate to weather conditions	- avoidance of staff, fear of a particular person - sleep disturbances - changes in behaviour (e.g., unusual mood swings, uncharacteristic aggression) - changes in daily routine, changes in appetite - unusual passivity, withdrawal - self-harm, suicide attempts - inappropriate explanations of how injuries occurred - excessive compliance to staff - rough handling
Sexual	- direct or indirect disclosure of abuse or assault - trauma to the breasts, buttocks, lower abdomen or thighs - difficulty walking or sitting - pain or itching in genital and/or anal area; bruising, bleeding or discharge - self-harm, abuse, suicide attempts - torn, stained or blood-stained underwear or bedclothes - sexually transmitted diseases, pregnancy - unexplained money or gifts - recurrent pain on passing urine or faeces	- sleep disturbances - changes in eating patterns - inappropriate or unusual sexual behaviour or knowledge - changes in social patterns - sudden or marked changes in behaviour or temperament - anxiety attacks, panic attacks, clinical depression - refusal to attend usual places (e.g., work, school, respite) - going to bed fully clothed - excessive compliance to staff - inappropriate or excessive masturbation
Psychological	- speech disorders - in the case of a child, lags in physical development, failure to thrive - injuries sustained from self-harm or abuse - suicide attempts - anxiety attacks	- self-harm or self-abusive behaviours - challenging/extreme behaviours - excessive compliance to staff - very low self-esteem, feelings of worthlessness - clinical depression - marked decrease in interpersonal skills - extreme attention-seeking behaviour
Neglect	- physical wasting, unhealthy weight levels - poor dental health - food from meals left on face and/or clothes throughout the day	- constant tiredness - persistent hunger - unexpectedly poor social / interpersonal skills

Abuse	Physical Indicators	Behavioural Indicators
	- dirty, unwashed body and/or face, body odour - person always wearing the same clothes - ill-fitting and/or unwashed clothes - person is always over- or underdressed for the weather conditions - food is consistently poor quality, insufficient, inedible and/or unappetising - persistent illnesses without appropriate medical treatment - suffering persistent infestations such as scabies or headlice - disclosure of being left alone for long periods of time that are inappropriate to age or maturity	- signs of loss of communication and other skills - staff member, service provider, carer or support person consistently fails to bring the person to appointments, events, activities - person is persistently denied opportunities to socialise with others in the community - excessively clingy or fearful
Family Violence	- eating and sleeping difficulties - concentration problems - inability to play - constructively - clinginess - defiant behaviour - rebelliousness - temper tantrums - cruelty to pets - physical abuse of others - avoidance of peers - dropping out of school - academic failure - delinquency/offending - eating disorders - substance misuse - depression - suicide ideation	- fearfulness - numbing - increased arousal - adjustment problems - developmental delay - physical complaints - overly compliant behaviour - withdrawal - loss of interest in social activities - self-harm - poor school performance - use of controlling behaviours - distrust of adults - violent behaviours - violence toward a parent/care giver (particularly their mother) - early pregnancy

Appendix 3 – Categories of Incidents

Incident Type	Description	Managed/escalated to
Minor Incident	Events which cause or may cause minor physical stress and or emotional stress to personnel or clients/service users. Near misses and minor breaches of professional standards or agency policy (for example the Uplyft Code of Conduct) that do not compromise the health and safety of clients/service users, including children and young people and personnel.	Frontline staff and direct Managers/Supervisors/ Operational Manager
Moderate Incident	Events which cause or are likely to cause physical stress or emotional distress to personnel or clients/service users. Near misses and criminal behaviour or breaches of professional standards or agency policy (for example Uplyft's Code of Conduct) by personnel that may compromise the health and safety of clients / service users, including children and young people and personnel.	General Manager, for Operations, Chief Operating Officer via Head of Community and Early Years Services/Safeguarding Lead
Critical Incident	Criminal behaviour, breaches of professional standards or organisational policy (for example Uplyft's Code of Conduct) by personnel that cause harm to or significantly compromise the health and safety of client / service users, including children and young people and personnel. For Accredited organisations ONLY A critical Incident, in relation to a child under the care of the Organisation (whether at the relevant time the child is on premises controlled by the Organisation or is otherwise under the physical supervision of the Organisation) includes the occurrence of any of the following events or any similar event: - the child dies and: - abuse or neglect is known or suspected to be a factor in the death - the death is, or appears to be, the result of suicide or accident - the death is, or appears to be, the result of alleged murder, homicide, reckless conduct or an act of violence; or - the child is under statutory care - a child has not died but has sustained significant harm or is at risk of harm under the categories described in the relevant jurisdictional legislation of abuse and neglect - ACF notifies the Organisation that a child has been, in the opinion of ACF, subjected to cumulative inaction or wrong action; or - ACF notifies the Organisation that an incident and or accumulation of incidents has occurred in relation to the child that, in ACF's opinion, gives rise to serious concerns about the	CEO and Significant Incident Response Team (SIRT Coordinator) and Board

Incident Type	Description	Managed/escalated to
	adherence by the Organisation, or any employee or contractor of the Organisation, to any part of the Safeguarding Children Program e) (definition as per the ACF Accreditation Terms and Conditions Contract)	

Appendix 4 – Responding to a Disclosure or Allegation



Australian Government
Australian Institute of Family Studies
Child Family Community Australia

Responding to children and young people's disclosures of abuse

Listen, reassure and respect

Listen

- Move to a suitable environment, free of distractions.
- Be calm and patient—allow for the child or young person to be heard.
- Let the child or young person use their own words—avoid asking leading questions.
- Avoid “quizzing” the child or young person about details of the abuse.
- Don't be afraid of saying the “wrong” thing. Listening supportively is more important than what you say.

Reassure

- Reassure the child or young person that it is OK that they have told you what's been happening.
- Address any concerns about the child or young person's safety.
- Reassure the child or young person that he or she is *not* at fault, and *not* the cause of any distress you may feel.

Respect

- Respect that the child or young person may only reveal some details.
- Acknowledge the child or young person's bravery and strength.
- Avoid making promises you can't keep—manage the child or young person's expectations.
- Explain to the child or young person that in order for them to be safe you will need to report their experience to someone else.

What happens next?

If a child or young person discloses abuse, you should report it to the relevant authorities.

Mandatory reporting requirements vary throughout Australian states and territories. For information about mandatory reporting requirements including who is mandated to report, see CFCA Resource Sheet *Mandatory Reporting of Child Abuse and Neglect* <www3.aifs.gov.au/cfca/publications/mandatory-reporting-child-abuse-and-neglect>

State and territory contact details for reporting abuse and neglect are available on the CFCA Resource Sheet *Reporting Abuse and Neglect: State and Territory Departments Responsible for Protecting Children* <www3.aifs.gov.au/cfca/publications/reporting-abuse-and-neglect>

Appendix 5 - Jurisdictional Information

Western Australia

1. WA Related Legislation Table

<u>Western Australia</u>	<i>Children and Community Services Act 2004 (WA)</i>	<i>Adoption Act 1994 (WA)</i> <i>Child Care Services Act 2007 (WA)</i> <i>Children and Community Services Act 2004 (WA)</i> <i>Children and Community Services Amendment Act 2021 (WA)</i> <i>Commissioner for Children and Young People Act 2006 (WA)</i> <i>Community Protection (Offender Reporting and Registration) Act 2004 (WA)</i> <i>Family Court Act 1997 (WA)</i> <i>Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022 (WA)</i> <i>Restraining Orders Act 1997 (WA)</i> <i>Working with Children (Criminal Record Checking) Act 2004 (WA)</i> <i>Young Offenders Act 1994 (WA)</i>
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2. Mandatory Reporting Guidance Resource

The legislation requires mandatory reporters to report a belief of child sexual abuse, if they form this belief, based on reasonable grounds, during their paid or unpaid work, to the Department of Communities, Child Protection and Family Support. This legislation focuses on child sexual abuse. Other forms of abuse (physical, emotional and neglect) should continue to be reported, but there is no penalty if a report is not made.

Western Australia mandatory reporting laws cover an extensive list of professions, and the details of the reporting requirements are provided in the table below.

Western Australia mandatory reporting laws cover an extensive list of professions, and the details of the reporting requirements are provided in the table below. Note there will be a change to who is defined as a mandated reporter from the 1st of November 2023 under the Children and Community Services Amendment Act 2021 (WA).

If you are concerned about a child's wellbeing, but are not making a mandatory report, please visit Communities' Child Protection webpage for contact options

<https://www.wa.gov.au/organisation/departments-of-communities/child-protection>

Legal provisions	Sections 124A and 124B of the <i>Children and Community Services Act 2004</i> (WA) ²	Sections 5 and 160 of the <i>Family Court Act 1997</i> (WA)
Who is mandated to report?	Doctors; nurses and midwives; teachers and boarding supervisors; and police officers Staged implementation Ministers of religion, Assessors, School Counsellors, Registered psychologists, early childhood workers, Out of Home Care workers, Youth justice officers, Departmental officers of the Department of Communities	The Principal Registrar, a registrar or a deputy registrar; family counsellors; family consultants; family dispute resolution practitioners, arbitrators or legal practitioners independently representing the child's interests
What must be reported?	Belief on reasonable grounds that child sexual abuse has occurred or is occurring, where this belief is formed during the person's work, whether paid or unpaid	Reasonable grounds for suspecting that a child has been abused, or is at risk of being abused; ill-treated, or is at risk of being ill-treated; or exposed or subjected to behaviour that psychologically harms the child
Abuse and neglect types that must be reported	Sexual abuse	• Physical abuse • Sexual abuse • Neglect • Psychological harm including (but not limited to) harm caused by being subjected or exposed to family violence

For immediate help

To report concerns that are life threatening, ring WA Police: 000

To report concerns about the safety of a child contact the Central Intake Team; 1800 273 889

cpduty@communities.was.gov.au

After hours: (08) 9223 1111 or Country free call: 1800 199 008

Mandatory Reporting

www.was.gov.au/mandatoryreporting

Mandatory reporting 1800 708 704

Fax (08) 6414 7316

It is recommended the receipt number issued at the time of a mandatory report is noted.

3. Working with Children

Jurisdiction	Principal act	Type of program:
WA	<i>Working With Children (Criminal Record Checking) Act 2004 (WA)</i>	Individuals are required to apply for a WWCC. The check allows individuals to engage in child-related occupations/volunteering. Volunteers who are under 18 years of age do not require a Working With Children Check; however, employees under 18 years of age do require a Working With Children Check. Employees and volunteers in the following settings are required to obtain a Working With Children Check: child care services; community kindergartens; educational institutions for children; coaching or private tuition services; arrangements for the accommodation or care of children, whether in a residential facility or private residence; placement arrangements made under the Children and Community Services Act 2004 (WA); child protection services; detention centres; community child health services; counselling or other support services; religious organisations; a club, association or movement (including of a sporting nature and whether incorporated or not) with a significant membership or involvement of children; wards of public or private hospitals in which children are ordinarily patients; babysitting or child-minding services; overnight camps; transport services specifically for children; school crossing services; children's entertainment or party services. Valid for: 3 Years

In WA, it is the responsibility of the employer to ensure that all employees and volunteers have applied for or hold a current working with children check card. Employers must not engage any employees or volunteers if their WWC card has been issued with an Interim Negative Notice.

Employers must keep records to of all employees WWC cards and their expiry dates

If an employer becomes aware that an employee, volunteer, student or Board Director has been convicted of an offence which would affect the validity of their WWC card, they must contact the WWC Screening unit

For more information visit the [WA website](#)

4. Reportable Conduct Scheme

The reportable conduct scheme monitors how organisations manage allegations made against personnel. Specific organisations, agencies or bodies have obligations under the reportable conduct scheme, dependent on States or Territories. The Scheme will compel heads of organisations to notify allegations of, or convictions for, child abuse by their employees to the Ombudsman and then investigate these allegations. These investigations will be supervised and reviewed by the Ombudsman.

Reportable conduct is defined as:

- A sexual offence

- Sexual misconduct
- Physical assault
- Other prescribed offences
- Significant neglect of a child, and
- Any behaviour that causes significant emotional or psychological harm to a child.

What organisations are covered?

The types of organisations covered by the Scheme in the first year include:

- Western Australian government departments and authorities, including local governments
- Child protection and out-of-home care services
- Childcare services
- Education services
- Health services
- Justice and detention services.
- Religious institutions; and
- Disability services.

Under legislation, the CEO is the person who is primarily responsible for Uplyft's compliance with the Reportable Conduct Scheme. Where there is an allegation involving personnel, the matter must be reported to HR/CEO immediately. If the matter involves the head of the organisation, it is to be reported directly to the Ombudsman. The Reportable Conduct Scheme also enables any person to notify the Ombudsman of a reportable allegation involving the Head of Organisation. This can be done via the Ombudsman Western Australia Website: https://www.ombudsman.wa.gov.au/Reportable_Conduct/RCS-Notification-Form.htm

Where the allegation meets the criteria for Reportable Conduct the CEO or nominated representative will notify the Commission within 7 working days and an investigation into the allegation will commence. The name and contact details of the Investigator must be provided to the Ombudsman as soon as practical. The scheme requires allegations to be notified to the Ombudsman when any person has a reasonable belief that reportable conduct has occurred, even if the head of organisation does not hold that same belief.

The Ombudsman will be provided with a written report inclusive of the findings and outcome of the investigation, any submissions from employees, disciplinary action taken, or the reason why no action was taken, any action taken to prevent further reportable conduct and any other relevant information. Additional documentation may include, Notification of matters affecting investigation. The Ombudsman may request further information from the CEO. For more information on The Reportable Conduct Scheme WA see: https://www.ombudsman.wa.gov.au/Reportable_Conduct/RCS-Info.htm

5. Failure to Report

Personnel within organisations have a moral obligation to report child abuse. In Western Australia Failure to make a mandatory report is an offence with a maximum penalty of \$6,000. As well as a criminal record if convicted there is the possibility of being deregistered from any professional or registration body, which may be a requirement of the role of the reporter. A maximum penalty of \$3,000 applies if a reporter fails to submit a report in writing after making a verbal report.

Tasmania

1. TAS Related Legislation Table

Tasmania

Children, Young Persons and their Families Act 1997 (Tas.)

Adoption Act 1988 (Tas.)
Child and Youth Safe Organisations Act 2023
Child Care Act 2001 (Tas.)
Child Protection (International Measures) Act 2003 (Tas.)
Children, Young Persons and their Families Amendment Act 2009 (Tas.)
Commissioner for Children and Young People Act 2016 (Tas.)
Community Protection (Offender Reporting) Regulations 2016 (Tas.)
Education Act 1994 (Tas.)
Family Violence Act 2004 (Tas.)
Registration to Work with Vulnerable People Act 2013 (Tas.)
Youth Justice Act 1997 (Tas.)
Justice Legislation Amendment (Organisational Liability for Child Abuse) Act 2019

2. Mandatory Reporting Guidance Resource

Mandatory reporting laws require specified people to report suspected abuse and neglect to government child protection services in Australia.

Tasmania mandatory reporting laws cover an extensive list of professions, and the details of the reporting requirements are provided in the table below.

Legal provisions	Sections 3, 4 and 14 of the <i>Children, Young Persons and Their Families Act 1997 (Tas.)</i>
Who is mandated to report?	Medical practitioners; registered or enrolled nurses; persons registered under the Health Practitioner Regulation National Law (Tasmania) in the midwifery, dental (dentists, dental therapist, dental hygienist or oral health therapist) or psychology professions; police officers; probation officers; principals and teachers in any educational institution including kindergartens; persons who provide child care or a child care service for fee or reward; persons concerned in the management of an approved education and care service, within the meaning of the Education and Care Services National Law (Tasmania) or a child care service licensed under the <i>Child Care Act 2001</i> ; a member of the clergy of any church or religious denomination; a member of the Parliament of this State; any other person who is employed or engaged as an employee for, of, or in, or who is a volunteer in, a government agency that provides health, welfare, education, child care or residential services wholly or partly for children, and an organisation that receives any funding from the Crown for the provision of such services; and any other person of a class determined by the Minister by notice in the Gazette to be prescribed persons.
What must be reported?	Knowledge, or a belief or suspicion on reasonable grounds that: a child has been or is being 'abused' or 'neglected' or is an affected child within the meaning of the <i>Family Violence Act 2004</i> (a child whose safety, psychological wellbeing or interests are affected or likely to be affected by family violence); or there is a reasonable likelihood of a child being killed or abused or neglected by a person with whom the child resides; or while a woman is pregnant, that there is reasonable likelihood that after the birth of the child: the child will suffer abuse or

Legal provisions	Sections 3, 4 and 14 of the <i>Children, Young Persons and Their Families Act 1997</i> (Tas.)
	neglect, or may be killed by a person with whom the child is likely to reside; or that the child will require medical treatment or other intervention as a result of the behaviour of the woman or another person with whom the woman resides or is likely to reside, before the birth of the child. Note on extent of harm required to activate the duty (section 3(1) definition of 'abuse and neglect': for all forms except sexual abuse, reports must be made where: (i) the injured, abused or neglected person has suffered, or is likely to suffer, physical or psychological harm detrimental to the person's wellbeing; or (ii) the injured, abused or neglected person's physical or psychological development is in jeopardy. All instances of suspected sexual abuse must be reported.
Abuse and neglect types that must be reported	• Sexual abuse (any) • Physical abuse • Emotional/psychological abuse • Neglect • Exposure to family violence

For immediate help

1. To report concerns that are life threatening, ring TAS Police: 000
2. To report concerns about the safety of a child contact the Child Safety Service: 1800 000 123
3. Mandatory reporters with less serious concerns can [report online](#).

3. Working with Children

Jurisdiction	Principal act	Type of program:
TAS	<i>Registration to Work with Vulnerable People Act 2013</i>	Employees and volunteers aged 16 and over working in childcare services or other child-related services to apply for a WWVP check. Individuals who work or volunteer in the childcare or other child-related sectors are required to apply for a Working With Vulnerable People check. Valid for: 3 Years

In Tasmania, employees must check the validity of the registration to work with vulnerable people through the online portal. For more information visit the [Tasmania website](#).

4. Reportable Conduct Scheme

The reportable conduct scheme monitors how organisations manage allegations made against personnel. Specific organisations, agencies or bodies have obligations under the reportable conduct scheme, dependent on States or Territories. The Tasmanian Reportable Conduct Scheme is about creating a culture where organisations that engage with children and young people investigate concerns about their wellbeing in a thorough, transparent, safe and child-centred way.

The Reportable Conduct Scheme is about ensuring reportable conduct is investigated properly in a child-centred way. The [Independent Regulator](#) monitors compliance of the Framework.

Reportable conduct is defined as:

- A sexual offence with or in the presence of a child
- Sexual misconduct with, or in the presence of a child
- Ill-treatment of a child
- Neglect of a child
- An assault against a child, or
- Behaviour that causes significant emotional or psychological harm to a child.

What is 'reportable conduct'?

Reportable conduct includes criminal and non-criminal behaviour:

- Significant emotional or psychological harm
- Significant neglect
- Physical violence
- A sexual offence
- Sexual misconduct
- Grooming
- Relevant offences such as failing to report child abuse and female genital mutilation.

Which organisations must comply with the Framework?

- Accommodation and residential services for children, including housing services and overnight camps
- Activities or services of any kind, under the auspices of a particular religious denomination or faith through which adults have contact with children
- Child care and commercial babysitting services
- Child protection services and out-of-home care, including Children's Contact Services
- Coaching and tuition services for children (including sole traders)
- A club, association or cadet organisation
- An organisation that provides early intervention or disability support services (depends on the degree to which children and young people are involved)
- An organisation that provides disability support services
- Education services for children
- Government House
- Health Services (refer to [list](#))
- Justice and detention services for children
- A Local Council
- Part of the Tasmanian Government, including government departments and state authorities
- A transport service specifically for children
- Tasmanian Parliament.

The Tasmanian Reportable Conduct Scheme (the Scheme) requires leaders of specific organisations to: Notify the Independent Regulator upon becoming aware of conduct related to child abuse involving an adult worker (this is called reportable conduct), and Conduct investigations (they may engage an investigator)

The definition of worker under the Child and Youth Safe Organisations Act 2023 includes paid workers, volunteers and contractors.

All reportable concerns must be reported to the Independent Regulator by the leader of the organisation (or their delegate). If the person raising the reportable concern reasonably believes the conduct to have occurred, this is

enough for it to be reported. It is not relevant whether the leader of the organisation also holds that reasonable belief.

Leaders must also report any reportable conduct concerns about current workers, even if the alleged conduct is historical in nature.

Where the leader of the organisation conducts an investigation, the following steps must be taken:

- **Within three business days:** Leaders must report reportable conduct to the Independent Regulator in writing and provide basic details such as the worker's name.
- **As soon as possible:** Leaders must start an investigation (or get an independent investigator to do so).
- **Within 30 days:** Leaders must provide detailed information to the Independent Regulator, including:
 - information about the allegation or conviction
 - whether any actions have been taken (for example, placing a limit on a worker's contact with children)
 - any written submissions.
- **At the end of the investigation:** Leaders must provide the following information to the Independent Regulator:
 - findings of the investigation
 - reasons for the findings
 - details of any actions that have been taken as a result

The Independent Regulator has significant investigation and infringement powers if an organisation is found to be non-compliant with the Child and Youth Safe Organisations Framework. For example, the Independent Regulator has the power to request documents and inspect premises without giving notice beforehand.

For more information on the Reportable Conduct Scheme TAS see: <https://www.oir.tas.gov.au/home>

5. Failure to Report

Personnel within organisations have a moral obligation to report child abuse. In certain States and Territories, failing to prevent child abuse or concealing child abuse behaviour that causes emotional or psychological harm and may fall under the reportable conduct scheme and result in legal implications.

6. Failure to Protect

In Tasmania, according to the *Justice Legislation Amendment (Organisational Liability for Child Abuse) Act 2019*, organisations must show that they have taken all 'reasonable precautions' to prevent all types of child abuse against a child accessing the organisation.

Northern Territory

1. NT Related Legislation Table

<u>Northern Territory</u>	<i>Care and Protection of Children Act 2007 (NT)</i>	<i>Adoption of Children Act 1994 (NT)</i> <i>Child Protection (Offender Reporting and Registration) Act 2016 (NT)</i> <i>Children's Commissioner Act 2013 (NT)</i> <i>Disability Services Act 2004 (NT)</i> <i>Domestic and Family Violence Act 2007 (NT)</i> <i>Information Act 2006 (NT)</i>
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2. Mandatory Reporting Guidance Resource

Mandatory reporting laws require specified people to report suspected abuse and neglect to government child protection services in Australia.

Northern Territory mandatory reporting laws cover an extensive list of professions, and the details of the reporting requirements are provided in the table below.

Legal provisions	Sections 15, 16 and 26 of the <i>Care and Protection of Children Act 2007</i> (NT)	Section 26(2) of the <i>Care and Protection of Children Act 2007</i> (NT)
Who is mandated to report?	Any person	A health practitioner or someone who performs work of a kind that is prescribed by regulation
What must be reported?	A belief on reasonable grounds that a child has suffered or is likely to suffer harm or exploitation	Reasonable grounds to believe a child aged 14 or 15 years has been or is likely to be a victim of a sexual offence and the age difference between the child and offender is greater than 2 years
Abuse and neglect types that must be reported	- Physical abuse - Sexual abuse or other exploitation of the child - Emotional/psychological abuse - Neglect - Exposure to physical violence (e.g., a child witnessing violence between parents at home)	Sexual abuse

For immediate help

- To report concerns that are life threatening, ring NT Police: 000
- To report concerns about the safety of a child contact the Child Abuse Hotline; 1800 700 250

3. Working with Children

Jurisdiction	Principal act	Type of program:
NT	<i>The Care and Protection of Children Act 2007</i> (NT)	Individuals are required to apply for a WWCC, known as an 'Ochre Card' or Clearance Notice in the NT. It applies to employees and volunteers in child-related employment settings. Employees and volunteers aged 15 years and over working in the following areas are required to obtain a WWCC: child protection services; education or care services; education facilities for children; juvenile detention centres; accommodation services for children in

private residential premises; refuges or other residential facilities used by children; wards of hospitals or any other facilities for health services in which children are ordinarily patients; clubs, associations or movements (including those that are of a cultural, recreational or sporting nature). The WWCC also applies to members of boards, management committees and partners in businesses that perform work with children (e.g., members of school councils or basketball associations) and anyone performing child-related work as a minister of religion or religious vocation; or a student conducting practical training for an education or training course.

Employers or volunteer coordinators of people who work or volunteer with children are responsible for making sure that the people working or volunteering for them have a valid WWCC and to maintain records that show compliance with the WWCC scheme.

Valid for: 2 Years

In NT, employers are responsible to ensure that relevant employees have a valid working with children clearance. Employers can be fined for allowing someone to work or volunteer without this clearance. Employers are responsible for keeping a record of clearance expiry dates and ensure they are kept current

For more information visit the [NT website](#)

4. Reportable Conduct Scheme

Currently the Northern Territory is not subject to the Reportable Conduct Scheme

5. Failure to Report

Personnel within organisations have a moral obligation to report child abuse. In certain States and Territories, failing to prevent child abuse or concealing child abuse behaviour that causes emotional or psychological harm and may fall under the reportable conduct scheme and result in legal implications.