

# **Child Safety Policy for Volunteer Organisation: SYDNEY HERITAGE FLEET**

## **Purpose**

This policy outlines our organisation's commitment to child safety, aligning with relevant New South Wales (NSW) and Commonwealth legislation and standards to ensure the protection, welfare, and rights of children and young people in our care.

## **Scope**

This policy applies to all staff, volunteers, contractors, and visitors within the organisation, ensuring that all activities, programs, and services promote child safety.

## **Policy Statement**

We are committed to:

- Promoting the safety, welfare, and wellbeing of all children and young people.
- Ensuring compliance with relevant child protection legislation and standards in NSW.
- Cultivating a culture of zero tolerance for child abuse or harm.
- Encouraging participation and listening to the voices of children and young people.

## **Legislative Compliance**

Our organisation operates in compliance with:

1. **Children and Young Persons (Care and Protection) Act 1998 (NSW)** and related regulations.
2. **Child Protection (Working with Children) Act 2012 (NSW)** and amendments.
3. **Child Safe Standards (NSW)** as established in 2021.
4. **Victims Rights and Support Act 2013 (NSW)**.
5. **Ombudsman Act 1974 (NSW) – Part 3A**, which governs reporting systems for child-related matters.

6. **Crimes Act 1900 (NSW)** and **Criminal Code Act 1995 (Commonwealth)** for reporting criminal conduct.
7. **National Framework for Protecting Australia's Children 2009–2020** and successor policies.

## **Guiding Principles**

### **1. Best Interests of the Child**

All decisions must prioritize the best interests of the child.

### **2. Zero Tolerance of Child Abuse**

All allegations or safety concerns will be treated seriously, consistently, and promptly.

### **3. Child Participation**

Children and young people will be encouraged to express their views and participate in decision-making.

### **4. Cultural Safety**

Respect and include children from diverse cultural backgrounds, particularly Aboriginal and Torres Strait Islander children.

### **5. Accessibility**

Ensure our programs are inclusive of children with disabilities.

## **Recruitment and Screening**

### **1. Working with Children Check (WWCC)**

All relevant staff, volunteers, and contractors must possess a valid WWCC clearance as per the Child Protection (Working with Children) Act 2012 (NSW).

### **2. Interview and Reference Checks**

Comprehensive screening processes will identify any risks to child safety during recruitment.

## Risk Management

- **Child Safe Risk Assessments** are integrated into all programs and activities.
- Compliance with the **Child Safety Toolkit** to ensure ongoing improvement and monitoring of safety practices.

## Responding to Incidents and Reporting

### 1. Mandatory Reporting

All staff & volunteers must comply with mandatory reporting obligations under the Children and Young Persons (Care and Protection) Act 1998 (NSW).

### 2. Internal Reporting

Allegations, suspicions, or disclosures must be reported to the designated Child Safety Officer.

### 3. External Reporting

- a. **NSW Police** for criminal conduct.
- b. **Department of Communities and Justice (DCJ)** for welfare concerns.
- c. **NSW Ombudsman** for systemic issues involving reportable conduct.

## Training and Education

All personnel will undertake:

- **Induction Training** on the Child Safety Policy.
- Regular refresher training on legal obligations, risk management, and child protection strategies.

## Continuous Improvement

1. Annual review of the Child Safety Policy to ensure compliance with updated legislation and standards.
2. Feedback mechanisms for staff, children, and families to inform ongoing improvements.

## Contact Details for Support

- **Child Safety Officer:** Caroline Scott  
Mobile: 0419-496 575.  
Email: caroline.scott@live.com.au
- **NSW Police (Emergency):** 000
- **Child Protection Helpline (NSW):** 132 111
- **NSW Ombudsman:** 1800 451 524

## Endorsement

This policy is endorsed by Sydney Maritime Museum Ltd T/A Sydney Heritage Fleet's Board and management. It reflects our unwavering commitment to child safety.

**Last Reviewed:** 27 November 2024

**Next Review:** 30 May 2026