

St Joseph's & St Bernadette's Boronia Catholic Parish

Safeguarding Children & Young People

Role of Safeguarding Committee & Safeguarding Officers

The leadership of the Parish is responsible for establishing its own Safeguarding Committee ensuring compliance with the requirements of the Safeguarding Children & Young People Policy and relevant procedures & practices to promote the safety of children & young people consistent with the:

- **Child Safe Standards (Victoria)**
- **National Catholic Safeguarding Standards**
- **National Principles for Child Safe Organisations**

The role of Safeguarding Committee & its members is to work collaboratively with the leadership of St Joseph's & St Bernadette's Boronia Catholic Parish (The Parish) to promote the safety of children and young people. The Safeguarding Committee will meet five times per year and report progress to the Parish Priest & Parish Pastoral Council on a quarterly basis.

Responsibilities and duties of the Safeguarding Committee & its members are to:

- Promote the importance of and foster an understanding of child safety within our community.
- Facilitate the communication of information in relation to child safety within the Parish.
- Implement, maintain and/or review child safety processes and procedures to support the wellbeing and safety of children and young people with input from the Parish Priest, parish administration, parents, children, young people, program leaders, **pastoral associates**.
- Engage in and/or review risk management processes to promote the safe participation of children and young people in programs, activities and events.
- Involve children and young people (and their families) in decision-making and planning to promote child safety.
- Ensure that reporting processes for concerns and/or allegations are well communicated across the Parish and act as a first point of contact in relation to child safety concerns, reports or allegations and comply with reporting protocols for child abuse reports and allegations
- Participate in and/or deliver child safety information and training.
- Monitor ongoing compliance with the CAM Safeguarding Children and Young People Framework which encompasses the requirements of the Victorian Child Safe Standards.
- Model positive participation and cooperation, and foster an understanding of child safety at the Parish.

Documentation (e.g. meeting minutes, correspondence, risk assessments, communication) in relation to the Safeguarding Committee is to be kept by the Parish and stored securely. These records will form part of the evidence base for the Parish's efforts to safeguard children and young people.

The Catholic Archdiocese of Melbourne Professional Standards Unit will require the leadership of the Parish with its Safeguarding Committee to summarise its compliance with the requirements of this policy on an annual basis (self-assessment/audit).

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Review: November 2020

Signed:

Date: November 2019

