



### 3. STATEMENT OF COMMITMENT

The College has zero tolerance for child abuse and is committed to acting in children's best interests and keeping them safe from harm. The College regards its child safety responsibilities with the utmost importance. It is committed to providing the necessary resources to ensure compliance with all relevant child safety and protection laws and regulations and to uphold a child safe culture at all times.

Child abuse includes sexual offences, grooming, physical violence, serious emotional or psychological harm, serious neglect and a child's exposure to family violence.

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- x Taking specific measures in response to an allegation that concerns a culturally diverse child or a child with a disability; and
- x Securing and retaining records of the allegation and the College's response to it.

#### 5.1.2 Documenting Your Observations and Actions

It is critical that all teaching staff, non-teaching staff, Board members, Volunteers, Third Party Contractors and External Education Providers keep clear and comprehensive notes relating to incidents, disclosures and allegations of child abuse and/or student sexual offending

- x Conduct that is Reportable to the Victorian Institute of Teachers (VIT)
- x Communication with Parents/Carers
- x Support for Students Interviewed at the College
- x Making Additional Reports
- x Child Protection Complaints Management
- x Confidentiality & Privacy
- x Record Keeping

## 7. BREACHES OF THIS PROCEDURE

If you believe that the College has breached its obligations, please contact the Principal by writing or telephone. The College will investigate your notification and will inform you of the outcome as soon as is practicable after a decision has been made.

The College can be contacted on:

- x Telephone: (03) 9854 5411
- x In Writing: The Principal, Xavier College, 135 Barkers Road KEW, VIC 3101