

# Child Safe Standards

## Contractor Assessment- Direct Contact

Council has zero tolerance for Child Abuse. Council is committed to creating and maintaining a Child safe environment where all Children are valued and protected from harm and Child Abuse.

As a Child Safe organisation, Council reviews all contractors who are undertaking work on behalf of Council that may involve direct or incidental contact with children (refer to Attachment A for definitions).

All contractors that are engaged by Council are required to meet minimum standards based on the works having incidental contact with children. This is to ensure that all contractors (regardless of whether there is likely to be contact with children) are aware and practice child safety. It also recognises that many contractors undertake a variety of works that may change over time and increase the likelihood of contact with children.

Contractors who have direct contact with children must demonstrate compliance with the Victorian Child Safe Standards.

For further information about direct and incidental contact please email:  
[childsafefrankston.vic.gov.au](mailto:childsafefrankston.vic.gov.au)

### Background Information

Creating child safe organisations is a key component of the Victorian Government's response to the parliamentary inquiry into the handling of child abuse by religious and other non-government organisations (otherwise known as the 'Betrayal of Trust inquiry').

The report made a range of recommendations, including the need to better protect children from child abuse when they access services provided by organisations. The introduction of legislation including the *Child Wellbeing Safety Act (2005)*, the Victorian Child Safe Standards and the Reportable Conduct Scheme create distinct legislative responsibilities for organisations, including Council.

More information on the Victorian Child Safe Standards and the Reportable Conduct Scheme can be found on the [Commission for Children and Young People website](#)

### Assessment Form

Detailed below are the 11 Child Safe Standards that your organisation/company must demonstrate compliance with. Please provide a detailed response to all 11 standards. Contract managers will be checking for evidence as part of compliance monitoring.

Child Safe Standards	Requirement
<p><b>Standard 1</b></p> <p>Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued</p>	<p><b>RESPONSE</b></p> <div data-bbox="643 465 1410 600" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation provides training and support to staff and volunteers that increases knowledge of the unique identities and experiences of Aboriginal children and young people</i></p>
<p><b>Standard 2</b></p> <p>Child safety and wellbeing is embedded in organisational leadership, governance and culture</p>	<p><b>RESPONSE</b></p> <div data-bbox="643 786 1410 920" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation has a Child Safe Policy and details acceptable and unacceptable behaviour with children</i></p>
<p><b>Standard 3</b></p> <p>Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously</p>	<p><b>RESPONSE</b></p> <div data-bbox="643 1072 1410 1207" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation has age appropriate ways of communicating information to children so they understand their rights and details how children can raise concerns</i></p>
<p><b>Standard 4</b></p> <p>Families and communities are informed, and involved in promoting child safety and wellbeing</p>	<p><b>RESPONSE</b></p> <div data-bbox="643 1393 1410 1527" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Processes are in place to actively involve children and young people's families in decision making</i></p>
<p><b>Standard 5</b></p> <p>Equity is upheld and diverse needs respected in policy and practice</p>	<p><b>RESPONSE</b></p> <div data-bbox="643 1682 1410 1816" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation has policies that encourage diversity and practices that demonstrate strong and swift response to instances of discrimination</i></p>

Child Safe Standards	Requirement
<p><b>Standard 6</b></p> <p>People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 412 1406 546" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your recruitment and people management policies and practices specifically focus on keeping children safe</i></p>
<p><b>Standard 7</b></p> <p>Processes for complaints and concerns are child focused</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 696 1406 831" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation has complaints processes specifically for children</i></p>
<p><b>Standard 8</b></p> <p>Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 981 1406 1115" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation provides regular training to staff and volunteers in Child Safety</i></p>
<p><b>Standard 9</b></p> <p>Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 1267 1406 1402" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisation has risk management practices that identify and eliminate or reduce risk of harm to children</i></p>
<p><b>Standard 10</b></p> <p>Implementation of the Child Safe Standards is regularly reviewed and improved</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 1554 1406 1688" style="border: 1px solid black; height: 60px; margin-bottom: 10px;"></div> <p><i>Example: Your organisations regularly and routinely examines its policies and practices to ensure compliance with the Standards</i></p>

Child Safe Standards	Requirement
<p><b>Standard 11</b></p> <p>Policies and procedures document how the organisation is safe for children and young people</p>	<p><b>RESPONSE</b></p> <div data-bbox="639 416 1406 546" style="border: 1px solid black; height: 58px; margin-bottom: 10px;"></div> <p><i>Example: Child safety is explicitly mentioned in relevant policies and procedures such as Codes of Conduct, staff/volunteer performance reviews, recruitment policies etc.</i></p>

### Agreement

*I confirm that the responses provided above accurately reflect the policies and practices of the organisation/company and that our activity/works will be compliant with legislation and regulations relating to child safety including but not limited to the Child Wellbeing Safety Act (2005). I confirm that I have read and understood [Council's Child Safe Policy](#) and will work in accordance with Council's requirements and the Victorian Child Safe Standards.*

<i>Company Name:</i>	
<i>Contact Person:</i>	
<i>Signature</i>	
<i>Date</i>	

## Attachment A

Definitions – Situations involving children	
<b>Direct care/supervision/engagement with children under 18 years</b> <b>Storing information /data about children</b>	<b>Incidental Contact</b>
<p>The work or services being procured or delivered includes one or more of the following:</p> <ul style="list-style-type: none"> <li>• Child or young person related work</li> <li>• Access to the personal information of children or young people or their families</li> <li>• Survey or other consultation and engagement processes</li> </ul> <p>Direct contact with children includes contact that is:</p> <ul style="list-style-type: none"> <li>○ Supervised</li> <li>○ Unsupervised</li> <li>○ Face to face</li> <li>○ Online</li> <li>○ Verbal, written or electronic</li> </ul>	<p>The work or service being procured or delivered is not child related but contracts may be delivered or undertaken in or close to one or more of the following service types or settings:</p> <ul style="list-style-type: none"> <li>• Children’s services, youth services, sport or recreation programs, community facilities such as neighbourhood houses and libraries, leisure programs, events or festivals</li> <li>• Maintenance contractors in council buildings, parks etc. where children/young people may be present.</li> <li>• Construction contractors (e.g. road/pathway construction) scheduled to work in close proximity / adjacent to council buildings, parks etc. where children/ young people may be present.</li> <li>• Any additional setting where there is possible / likely contact with children and young people who will be unsupervised.</li> </ul>