



# Keeping Children Safe Policy

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## Overview

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**Purpose** This policy details The Salvation Army’ Australia Southern Territory’s commitment to providing and maintaining child safe environments, people and programs through compliance with an overarching set of standards.

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**Scope** This policy applies to all workers (as defined in the Definition section).

The Salvation Army expects all workers to be fully aware and knowledgeable of this policy and related procedures, whether or not they work with children and youth.

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**Legislative frameworks** Nothing in this policy shall remove or diminish individual and/or organisational responsibilities as stipulated in state, territory and/or federal legislation and/or funding requirements.

The Salvation Army will comply with state, territory and/or federal legislative and/or funding body reporting requirements.

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**Effective date** 23 August 2016

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## Keeping Children Safe Policy

**Context** The Salvation Army acknowledges and supports the rights of children as detailed in the *United Nations Convention on the Rights of Children*; that is, nation states such as Australia shall protect children from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse.” (Article 19).

The Salvation Army complies with all Australian state, territory and/or federal legislation and funding body requirements as they apply, but not limited, to the:

- Reporting of abuse;
- Recruitment and screening of people working with children, and
- Provision of a child safe environment, people and programs.

This compliance includes meeting all statutory and regulatory requirements across Australia.

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### Guiding principles

The Salvation Army’s commitment as a child safe organisation, for all children and youth regardless of gender, ability, cultural or linguistic background, is founded on:

- Zero tolerance of child abuse in any form.

The Salvation Army will not tolerate any form of child abuse and will take a preventative and proactive approach to managing risks associated with child abuse in the provision of its activities.

- A child safe and child friendly organisational culture.

The Salvation Army recognises that building an open and aware culture is integral to preventing child abuse. When an organisation is aware of issues relating to child abuse and encourages open discussion and scrutiny, it becomes more difficult for abuse to occur and remain hidden.

- Recognition of the rights of children.

Australia is a signatory to the United Nations Convention of the Rights of the Child and The Salvation Army is committed to upholding the rights and obligations of the convention. The Salvation Army recognises that some groups of children, for example Aboriginal and Torres Strait Islander, those living with a disability or living in isolated areas, are particularly vulnerable to human rights violations.

- Child protection and safety as a shared responsibility.

Creating child safe environments is a dynamic process that involves active participation and responsibility by all sectors of the community including; individuals, families, government and non-government organisations and community groups. Sharing responsibility for the care and protection of children helps to develop a stronger, more child focused community. A child safe community can care for all children, identify vulnerable children, support children who have been abused and neglected and prevent further harm to children.

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- A structured and responsive risk management approach.  
Careful risk management is recognised as part of child abuse prevention. Identifying, assessing and taking steps to minimise the risk of harm to children can prevent or minimise the incidence of child abuse.
  - Commitment of leadership within all levels of The Salvation Army to the Keeping Children Safe Statement of Commitment, Code of Conduct and Standards.

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## Commitment

The Salvation Army is committed to providing child safe environments in all its settings including worship and program activities, and has a zero tolerance approach to child abuse.

This commitment is guided by the fundamental principles that every child has a right to be free from abuse of any kind, and to feel respected, safe, valued and encouraged to reach their full potential.

The Salvation Army's position as a child safe organisation is not simply to create an environment that minimises risk. Rather, it is about building an environment and supporting a community which is both child safe and child friendly.

Values of human dignity, justice, hope, compassion and community guide The Salvation Army's commitment to:

- Strengthening our organisational and the broader community culture of keeping children safe;
- Ensuring all Salvation Army workers are aware of their responsibilities:
  - Under The Salvation Army Keeping Children Safe Code of Conduct and Standards, and
  - To identify and report child abuse and suspected child abuse as required by legislative and/or statutory requirements and organisational policy.
- Establishing controls and procedures for preventing and detecting child abuse and creating child safe environments, including regular review of this policy and all associated documents;
- Responding promptly, efficiently and fairly to reported and suspected behaviour, including behaviour that may be outside The Salvation Army stated child safe standards. This includes all reports and suspicions of child abuse, including physical, sexual, emotional abuse and neglect.

## Keeping Children Safe Standards

The overarching standards by which The Salvation Army maintains its commitment to being a child safe organisation and to which it holds itself accountable as a child safe organisation are:

- Standard 1. Child safety is embedded in The Salvation Army culture, and reflected through its leadership structures.
- Standard 2: The Salvation Army has a child safe policy framework.
- Standard 3. The Salvation Army sets clear expectations for appropriate behaviour, as defined in Keeping Children Safe Code of Conduct.
- Standard 4. The Salvation Army has screening and recruitment practices that reduce the risk of child abuse by new and existing workers.
- Standard 5. The Salvation Army has clear expectations for worker management, support, and training and development opportunities in relation to child safety.
- Standard 6. The Salvation Army has clear procedures for reporting and responding to child abuse.
- Standard 7. The Salvation Army supports and encourages the participation and empowerment of children and youth.

## Failure to comply

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The Salvation Army has in place procedures and checking mechanisms to monitor compliance with its Keeping Children Safe Policy ('policy') and Keeping Children Safe Code of Conduct ('code of conduct')/

Failure by any worker to comply with any aspect of this policy and the code of conduct may constitute serious misconduct, and:

- May result in internal disciplinary action;
- May result in termination of appointment/employment;
- May result in a report to police and/or other statutory authorities.

The Salvation Army Territorial Professional Standards Unit will be notified of all breaches of this policy and the code of conduct.

Internal disciplinary action will occur as per the following organisational processes:

	<b>Disciplinary process</b>
Officers	Officer Review Board
Employees	Managing Underperformance and Serious Misconduct Procedure
Volunteers	Performance/Conduct Management and Termination Procedure
Contractors	Managed by the relevant site TSA Manager.

## Support

For support with issues arising from this policy and any related concerns, including allegations of abuse, workers will contact their relevant line manager and/or The Salvation Army Territorial Professional Standards Unit, as below.

### **Territorial Professional Standards Unit**

Phone: 03 8878 4814

Email: [professionalstandards@aus.salvationarmy.org](mailto:professionalstandards@aus.salvationarmy.org)

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## Definitions

The following definitions are for key terms used within this policy and associated attachments:

<b>Australia Southern Territory</b>	The Salvation Army Australia Southern Territory includes Victoria, Tasmania, South Australia, Northern Territory and Western Australia																		
<b>Bullying</b>	<p>Repeated and unreasonable behaviour directed towards a worker or group of workers that creates a risk to health and safety.</p> <p>Repeated behaviour refers to the persistent nature of the behaviours and can involve a range of behaviours over time.</p> <p>Unreasonable behaviour means behaviour that a reasonable person, having considered the circumstances would see as unreasonable, including behaviour that is victimising, humiliating, intimidating or threatening.</p> <p>Bullying does not include reasonable management action taken with regard to performance management matters.</p>																		
<b>Catherine Booth College</b>	The Salvation Army's education and training college, incorporating the School for Officer Training, School for Christian Studies and the School for Learning and Development. Within the context of this policy and associated attachments, the name Catherine Booth College will be used to refer to the School for Learning and Development, unless otherwise specified.																		
<b>Child Abuse</b>	Child abuse is all forms of physical abuse, emotional abuse, sexual abuse and exploitation, neglect or negligent treatment, commercial (e.g. for financial gains) or other exploitation of a child, and includes any actions that result in actual or potential harm and/or injury to a child. Child abuse can be a single incident, but usually takes place over time.																		
<b>Child, children, young people</b>	<p>A child or young person refers to any individual under 18 years of age, as per state and territory child protection legislation, although there are some differences in the age under specific legislative frameworks.</p> <p>Please note: Under Mandatory Reporting Legislation the following definitions apply:</p> <table border="1"> <thead> <tr> <th>Jurisdiction</th> <th>Age under which provisions apply</th> </tr> </thead> <tbody> <tr> <td>NT</td> <td>Children under age 18</td> </tr> <tr> <td>SA</td> <td>Children under age 18</td> </tr> <tr> <td>TAS</td> <td>Children under age 18</td> </tr> <tr> <td>VIC</td> <td>Children under age 17</td> </tr> <tr> <td>WA</td> <td>Children under age 18</td> </tr> <tr> <td>ACT</td> <td>Children under age 18</td> </tr> <tr> <td>NSW</td> <td>Children under age 16</td> </tr> <tr> <td>QLD</td> <td>Children under age 18</td> </tr> </tbody> </table>	Jurisdiction	Age under which provisions apply	NT	Children under age 18	SA	Children under age 18	TAS	Children under age 18	VIC	Children under age 17	WA	Children under age 18	ACT	Children under age 18	NSW	Children under age 16	QLD	Children under age 18
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<p><b>Child related activities</b></p>	<p>State and territory definitions of child-related work typically comprise three linked elements:</p> <table border="1" data-bbox="663 241 1369 568"> <thead> <tr> <th data-bbox="663 241 991 315">Elements of child-related work</th> <th data-bbox="991 241 1369 315">Examples</th> </tr> </thead> <tbody> <tr> <td data-bbox="663 315 991 389">Contact with children</td> <td data-bbox="991 315 1369 389">Physical contact, making decisions affecting children</td> </tr> <tr> <td data-bbox="663 389 991 495">Engagement in work</td> <td data-bbox="991 389 1369 495">Employee, volunteer, self-employed, student on placement</td> </tr> <tr> <td data-bbox="663 495 991 568">Work or roles that are child-related</td> <td data-bbox="991 495 1369 568">School crossing services, youth residential centres</td> </tr> </tbody> </table> <p>Child related activities refer to those roles that include:</p> <ul style="list-style-type: none"> <li>• A defined work role that involves, or are likely to involve, contact with a child, including any form of physical contact, oral communication (e.g. telephone) and electronic communication (e.g. email or internet);</li> <li>• Regular contact with children or working in close proximity to children on a regular basis;</li> <li>• Supervision or management of workers in positions requiring or involving regular contact with children or working in close proximity to children on a regular basis;</li> <li>• Access to records relating to children;</li> <li>• Any other function prescribed by legislation.</li> </ul> <p>Source:</p> <ul style="list-style-type: none"> <li>• Royal Commission into Institutional Responses to Child Sexual Abuse (2015) Working with Children Checks Report, located at: <a href="https://www.childabuseroyalcommission.gov.au/getattachment/7ecd3db9-0b17-483e-9a0e-8fb247140f3e/Working-with-Children-Checks-Report">https://www.childabuseroyalcommission.gov.au/getattachment/7ecd3db9-0b17-483e-9a0e-8fb247140f3e/Working-with-Children-Checks-Report</a></li> </ul>	Elements of child-related work	Examples	Contact with children	Physical contact, making decisions affecting children	Engagement in work	Employee, volunteer, self-employed, student on placement	Work or roles that are child-related	School crossing services, youth residential centres
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Work or roles that are child-related	School crossing services, youth residential centres								
<p><b>Child Wise© Child Safety training</b></p>	<p>Child Wise is a leading not-for-profit child sexual abuse prevention organisation that works to build awareness, deliver education and provide the tools to empower individuals and communities around Australia to actively prevent child sexual abuse and exploitation.</p> <p>Child Wise Child Safety training covers the following topics:</p> <ul style="list-style-type: none"> <li>• Concepts of child rights and legislation;</li> <li>• Child abuse types and impacts;</li> <li>• Offender profiles and behaviours;</li> <li>• Policy, procedure and management of risk to manage child safety;</li> <li>• Responding and reporting child abuse;</li> <li>• Vicarious trauma and self-management in dealing with disclosures.</li> </ul>								
	<p style="text-align: right;"><i>Continued next page</i></p>								

<p><b>Children who exhibit and/or engage in problem sexual or sexually abusive behaviour</b></p>	<p>The term ‘problem sexual behaviour’ is broadly adopted to describe behaviour of a sexual nature, irrespective of age, that is outside that behaviour accepted as ‘normal’ for the individual’s age and level of development, and occurs to the detriment of the child’s or young person’s engagement in activities of normal function.</p> <p>The terms <i>sexual abusive behaviour</i> and <i>problem sexual behaviour</i> are used to reflect a concern that the behaviour should be labelled (and labelled accurately), not the young person:</p> <table border="1" data-bbox="662 560 1388 784"> <tr> <td></td> <td><b>Inappropriate sexual behaviour in this age group should be described as:</b></td> </tr> <tr> <td>0-9 years</td> <td>Problem sexual behaviour</td> </tr> <tr> <td>10-14 years</td> <td>Sexually abusive behaviour</td> </tr> <tr> <td>15-18 years</td> <td>Sexually offending behaviour</td> </tr> </table> <p>Further, a child has exhibited sexually abusive behaviours when they have used their power, authority or status to engage another party in sexual activity that is either unwanted or where, due to the nature of the situation, the other party is not capable of giving consent. Physical force or threats are sometimes involved. Sexual activity may include exposure, peeping, fondling, masturbation, oral sex, penetration or exposure to pornography. This is not an exhaustive list.</p> <p><b>From:</b></p> <ul style="list-style-type: none"> <li>• ANZATSA (June 2012) <i>Standards of Practice for Problem Sexual Behaviours and Sexually Abusive Behaviours Treatment Programs.</i></li> <li>• Tolliday, D., Pratt, R. &amp; Worth, C. (2014) <i>Overview of the TTO and SABTS Model: Why we do what we do, and why it works!</i> Presentation to ANZATSA Conference, June 2014.</li> </ul>		<b>Inappropriate sexual behaviour in this age group should be described as:</b>	0-9 years	Problem sexual behaviour	10-14 years	Sexually abusive behaviour	15-18 years	Sexually offending behaviour
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<p><b>Cultural Safety</b></p>	<p>Cultural safety refers to creating an environment where a child is not only treated in a culturally respectful manner but that their experience within Salvation Army is one that reinforces their culture and capacity to have a voice as a member of that culture. Cultural safety also refers to creating an environment that:</p> <ul style="list-style-type: none"> <li>• Empowers individuals actively participate in activities believing they are valued, understood and taken seriously;</li> <li>• Supports individuals to carry out culturally significant tasks as part of their involvement in Salvation Army activities and/or program</li> </ul>								
<p><b>Emotional Abuse</b></p>	<p>Emotional Abuse occurs when a child's parent or other adult repeatedly rejects the child or uses threats to frighten the child. This may involve name calling, put downs or continual coldness from the parent or caregiver, to the extent that it significantly damages the child's physical, social, intellectual or emotional development.</p>								

<p><b>Grooming</b></p>	<p>Grooming:</p> <ul style="list-style-type: none"> <li>• Concerns predatory conduct undertaken to prepare a child for sexual abuse and/or exploitation at a later time,</li> <li>• Involves communication by an individual, by word or conduct, with a child or with a person who has care, supervision or authority for the child with the intention of facilitating the child’s involvement in sexual conduct, either with the groomer or another adult.</li> <li>• Does not necessarily involve any sexual activity – for example, it may only involve establishing a relationship with the child, parent or carer for the purpose of facilitating sexual activity at a later time.</li> <li>• Can also be targeted towards the parent, carer or other person who has a supervisory role towards the child with the intention of garnering the carer’s trust to facilitate access to the child.</li> </ul> <p>TSA provides the following additional guidance in defining and understanding grooming behaviour:</p> <ul style="list-style-type: none"> <li>• Behaviour is seen as ‘grooming’ where there is evidence of a <b>pattern of conduct</b> that is consistent with preparing the alleged complainant for sexual activity and that there is no other reasonable explanation for it.</li> </ul> <p>The types of behaviours that may lead to such a conclusion include, but are not limited to the:</p> <ul style="list-style-type: none"> <li>• Persuading a child or group of children that they have a ‘special relationship’, for example by: <ul style="list-style-type: none"> <li>○ Spending <b>inappropriate</b> special time with a child;</li> <li>○ <b>Inappropriately</b> giving gifts;</li> <li>○ <b>Inappropriately</b> showing special favours to one child but not other children.</li> <li>○ Asking the child to keep the relationship to themselves</li> </ul> </li> <li>• <b>Inappropriately</b> allowing the child to overstep the rules.</li> <li>• <b>Testing boundaries</b>, for example by: <ul style="list-style-type: none"> <li>○ Undressing in front of a child;</li> <li>○ Encouraging inappropriate physical contact (even where it is not overtly sexual);</li> <li>○ Talking about sex;</li> <li>○ ‘Accidental’ intimate touching;</li> <li>○ Exposing a child to pornographic material.</li> </ul> </li> <li>• <b>Inappropriately</b> extending a relationship outside of work (noting that relationships out of work can often be appropriate, for example where there is an existing friendship with the child’s family or as part of normal social interactions in the community).</li> <li>• <b>Inappropriate</b> personal communication (including emails, telephone calls, text messaging, social media and web forums) that explores sexual feelings or intimate personal feelings with a child.</li> </ul> <p style="text-align: right;"><i>Continued next page</i></p> <ul style="list-style-type: none"> <li>• An adult requesting that a child keep any aspect of their</li> </ul>
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	<p>relationship secret, or using tactics to keep any aspect of the relationship secret.</p> <p>Source:</p> <ul style="list-style-type: none"> <li>• Betrayal of Trust: Factsheet. The new 'grooming offence' sourced from: <a href="http://assets.justice.vic.gov.au/justice/resources/df7994c3-9238-4de5-9ff1-a5c0cf79a7fa/grooming.pdf">http://assets.justice.vic.gov.au/justice/resources/df7994c3-9238-4de5-9ff1-a5c0cf79a7fa/grooming.pdf</a></li> <li>• NSW Ombudsman (2013) 'Defining Reportable Conduct: Child Protection Practice Update 2013', July, Sydney, NSW Ombudsman, viewed 20 January 2014, <a href="http://www.ombo.nsw.gov.au/_data/assets/pdf_file/0013/5620/PU_CP_02_11_Reportable_Conduct_v3.pdf">http://www.ombo.nsw.gov.au/_data/assets/pdf_file/0013/5620/PU_CP_02_11_Reportable_Conduct_v3.pdf</a></li> </ul>
<b>Harassment</b>	Any form of behaviour that is not wanted, not asked for, not returned and that is likely to create a hostile or uncomfortable environment by offending, humiliating or intimidating a person for reasons which may include personal differences or characteristics, such as age, parental status, political belief, personal association, race/ethnic background, carer status, relationship status, gender identity/sex, pregnancy, lawful sexual activity, impairment/disability, unrelated criminal record, religious belief/activity, physical features.
<b>Induction Module</b>	Refers to The Salvation Army mandatory induction training for all newly appointed workers, to be repeated every three years. The Keeping Children Safe Induction training is a separate online component of the organisation's standardised induction training that incorporates the Keeping Children Safe Code of Conduct.
<b>Neglect</b>	Neglect is the failure to provide the child with the basic necessities of life such as food, clothing, shelter, medical attention or supervision, to the extent that the child's health and development is, or is likely to be, significantly harmed.
<b>Physical Abuse</b>	Physical abuse occurs when a child suffers or is likely to suffer significant harm from an injury inflicted by a child's parent or other adult. The injury may be inflicted intentionally or may be the inadvertent consequence of physical punishment or physically aggressive treatment of a child. The injury may take the form of bruises, cuts, burns or fractures.
<b>Reasonable belief or Reasonable concern</b>	<p>A 'reasonable belief' is formed if a reasonable person in the same position would have formed the belief on the same grounds. A 'reasonable belief' is not the same as having proof, but is more than mere speculation or rumour.</p> <p>A reasonable belief is formed if a reasonable person believes that:</p> <ul style="list-style-type: none"> <li>• The child is in need of protection,</li> <li>• The child has suffered or is likely to suffer significant harm</li> <li>• A caregiver is unable or unwilling to protect the child.</li> </ul> <p style="text-align: right;"><i>Continued Next Page</i></p>

	<p>For example, a ‘reasonable belief’ might be formed when:</p> <ul style="list-style-type: none"> <li>• A child states that they have been sexually abused;</li> <li>• A child states that they know someone who has been sexually abused (sometimes the child may be talking about themselves);</li> <li>• Someone who knows a child states that the child has been sexually abused;</li> <li>• Observations of the child’s behaviour, including changes in behaviour, physical injuries or symptoms consistent with sexual activity/abuse, or observations of the child’s development leads you to form a belief that the child has been sexually abused;</li> <li>• In the case of grooming, an observation of a pattern of conduct of an adult towards a child (or a child’s parents/guardians) with the purpose of gaining access to the child either for themselves or another person.</li> </ul> <p>Source: <a href="http://assets.justice.vic.gov.au/justice/resources/ea484f74-feb7-400e-ad68-9bd0be8e2a40/failure+to+disclose.pdf">http://assets.justice.vic.gov.au/justice/resources/ea484f74-feb7-400e-ad68-9bd0be8e2a40/failure+to+disclose.pdf</a></p>
<b>Senior Salvation Army Representative</b>	Refers to officers and/or employees having line management and/or team leader responsibility, including divisional and regional commanders.
<b>Sexual abuse</b>	<p>The World Health Organization (WHO) defines child sexual abuse as:</p> <p>‘The involvement of a child in sexual activity that he or she does not fully comprehend is unable to give informed consent to ... or that violate the laws or social taboos of society. Child sexual abuse is evidenced by this activity between a child and an adult or another child who by age or development is in a relationship of responsibility, trust or power, the activity being intended to gratify or satisfy the needs of the other person.’ (WHO, 1999, p. 15)</p> <p>Sexually abusive behaviours can include the fondling of genitals, masturbation, oral sex, vaginal or anal penetration by a penis, finger or any other object, fondling of breasts, voyeurism, and exhibitionism and exposing the child to or involving the child in pornography.</p> <p><i>Source: World Health Organisation (1999) Report of the consultation on child abuse prevention. Geneva: WHO</i></p>
	<i>Continued next page</i>

<p><b>SP3</b></p>	<p>The Salvation Army Australia Southern Territory’s mandated safety management system (Child Safe SP3 – <i>Safe People, Safe Programs, Safe Places</i>) for all corps based activities/programs, and for any other TSA activities/programs in unregulated/unfunded services that do not have a mandated safety management system.</p> <p>SP3 is a safety management system consisting of standards, processes, roles, documentation and training for organisations conducting programs/activities/events for participants of all ages, but especially children.</p> <p style="text-align: right;"><i>SP3 M2 Protection of Children and Vulnerable People training module meets the Child Wise© Child Safety Training standards.</i></p>
<p><b>Volunteer</b></p>	<p>Any person who contributes time, service and skills to assist in accomplishing the organisation’s mission without expectation of financial gain from The Salvation Army. This would include people who engage in service for spiritual, personal, humanitarian, educational, and/or charitable reasons.</p> <p>This includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Soldiers and corps members,</li> <li>• Committee/advisory board members,</li> <li>• Community based/diversion orders,</li> <li>• Ongoing volunteers,</li> <li>• Student placements,</li> <li>• Work-for-the-dole participants,</li> <li>• Corporate volunteers, and</li> <li>• Volunteer Carers e.g. out of home care program carers.</li> </ul> <p>Note: In the context of these standards, volunteers are included in the generic term ‘workers’.</p>
<p><b>Workers</b></p>	<p>A generic term used to refer to any individual working for or under the banner of The Salvation Army in any division, corps, social programs and business units, including but not restricted to officers, retired officers, candidates, cadets, soldiers, adherents, employees, contractors or sub-contractors, employees of a contractor or sub-contractor, employees of a labour hire company, volunteers, trainees or students on placement.</p>

## Authority, related documents and document information

**Delegated authority** The Secretary for Personnel has authority to approve all procedures, templates, forms and guides related to this policy.

### Related documents

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KCS Attachment 1: Statement of Commitment

KCS Attachment 2: Code of Conduct

KCS Attachment 3: Keeping Children Safe Standards

- Policy ICP - Integrity Checking
- Procedure CIC - Candidate Integrity Checking
- Procedure VPC - Victoria Protection of Children
- Procedure Officer Criminal History Risk Assessment
- Policy RCA - Reporting of Child Abuse (in draft 2016)
- Policy RNA - Reporting and Notification of Sexual and Physical Abuse
- Policy MSO - Management of convicted and/or alleged sex offenders.
- Procedure MSO Attach 1 - Development and Management of a Written Agreement and Statement of Understanding
- Policy SNW - Social Media and the user of Social Networking tools
- Policy ERM - Territorial Enterprise Risk Management
- Policy INT - Internet Usage
- Policy IPP - Privacy Policy
- Human Resources Manual
  - Section 02 Our Organisation:
    - 2.1 Employee Code of Conduct
  - Section 05 Health and Wellbeing
    - 5.2 Dealing with Inappropriate Behaviour: Bullying, Harassment and Discrimination.
  - Section 06 Recruitment and Selection
    - 6.1 Recruitment and Selection
    - 6.3 Integrity Checking (including procedures on: Employee Police Checks; Employee Criminal History Risk Assessment)
  - Section 07 Induction and Probation
  - Section 08 Performance and Development
- Volunteer Engagement Management Handbook
- Volunteer Procedure
  - Volunteer Police Checks
  - Criminal History Risk Assessment
  - Performance/Conduct Management and Termination Procedure.

The Salvation Army South Australia Division – Child Protection: Child Safe Environments

- Policy: Child Protection – Child Safe Environments (SAD-ORG-POL\_015\_ChildProtection\_CSE\_V28) & Attachment 1: Child Safe Environment Code of Conduct.
- Procedure: Child Protection – Child Safe Environments (SAD\_GAM\_ERM\_PRO\_ChildProtection\_CSE-VO1) & Attachment 1:

Commonwealth of Australia (2009) *Protecting Children is everyone's business. National Framework for Protecting Australia's Children 2009 – 2020*. An initiative of the Council of Australian Governments.

**Related legislation**

- United Nations Convention of the Rights of the Child
- Child Safe Environments: Principles of Good Practice (SA Government)
- Child Safe Environments: Standards for dealing with information obtained about the criminal history of employees and volunteers who work with children (SA Government)
- Children’s Protection Act 1993 (SA)
- Care and Protection of Children Act 2007 (NT)
- Domestic and Family Violence Act 2007 (NT)
- Children’s Protection Act 1993 (SA)
- Children, Young Persons and their Families Act 1997 (Tas)
- Children, Youth and Families Act 2005 (Vic)
- Child Wellbeing and Safety Amendment (Child Safe Standards) Act (Vic) 2015
- Children and Community Services Act 2004 (WA)
- Victorian Crimes Act 1958 (Vic) Section 49B, 49C, 327
- Privacy Act 1988 (Cth)
- Privacy Amendment (Private Sector) Act 2000 (Cth) (Privacy Act)

**Policy approval**

On the approval of the Territorial Policy Council held on 23 August 2016 this policy is issued on the instruction of the Territorial Commander.

**Document control**

<b>Theme</b>	Governance
<b>Category</b>	Legal, Risk, Compliance
<b>Title</b>	Keeping Children Safe Policy
<b>Doc ID</b>	GO_LRC_POL_KCS
<b>Document Controller</b>	TPSU Coordinator
<b>Stakeholders Consulted</b>	Territorial Quality Projects Team: Divisional Quality Leads; Human Resource Department; Volunteer Resource Department; Personnel Department; Formal consultation led by divisional quality leads across all divisions and business units; THQ consultation led by TPSU through department heads; 2 <sup>nd</sup> round consultation with quality leads and key relevant personnel on draft inclusive of changes from 1 <sup>st</sup> round consultation.
<b>Sponsor</b>	Secretary for Personnel
<b>Date of Approval</b>	23 August 2016
<b>Approving Authority</b>	Territorial Policy Council
<b>Access Restrictions</b>	None - Internal
<b>Published</b>	8 September 2016
<b>Date of last review</b>	August 2016
<b>Date of Next review</b>	1 August 2019
<b>Archived antecedent documents and previous versions:</b>	Nil

**Version control**

Version no.	Issue date	Nature of amendment	Developed by	Approved by
01	26/08/2016	Inaugural	TPSU Coordinator	TPC