



# Mandatory Reporting Policy

## **Rationale:**

All children have a right to feel safe and to be safe. As staff, we have a legal and moral responsibility to report any incidences of suspected abuse. If a staff member forms a reasonable belief that a child is at risk of emotional abuse, physical abuse, sexual abuse or neglect they are mandated to report it.

## **Aims:**

To ensure that children's rights to be safe are maintained and each child is protected against emotional, physical, sexual abuse and neglect.

## **Guidelines for Implementation:**

- All members of the Teaching Service are mandated by law to report signs of emotional physical, sexual abuse and neglect as soon as practicable.
- New staff will be informed of mandatory reporting responsibilities and procedures as part of their induction process.
- All staff will undertake DET mandatory reporting training once per calendar training.
- In addition to making a mandatory report, all concerns must be reported immediately to a member of the leadership team.
- The staff member will contact the Department of Health & Human Services by telephone as soon as possible to make an official notification on:  
**1300 655 795 (SEVR Child Protection) or 131 278**
- The school will keep a record of all discussions regarding a child about whom there is a concern.
- All incidents will be monitored and any subsequent signs or indications of abuse are also to be reported.
- The LPS mandatory reporting guide may be used by staff to assist them in making a report.

## **Evaluation:**

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in: August, 2018