



CHILD SAFETY POLICY

CHILD FRIENDLY VERSION

1. Introduction

At Lumen Christi we believe that everyone is important and special. We all have to work together to be the 'Light of Christ' for everyone at our school so that they feel safe and cared for.

All adults in our school community have to make sure that all children feel safe and protected.

2. Purpose of the Policy

We have a Child Safe Policy so that all adults know what they have to do to keep our students safe, and to also show that Lumen Christi takes keeping our students' safety very seriously.

3. Principles

- All children must be safe all the time
- It is okay to feel challenged or unsure when asked to learn or try new things
- Adults can help make children safe by following our Child Safety Rules
- The teachers and staff know what to do if a student says they feel unsafe

4. Policy Commitments

We promise to listen to children or adults that have concerns about Child Safety.

We promise to find out about what each student's needs are, and do something about it to make sure they have every chance to learn and feel safe.

We promise to make sure students are kept safe during all activities we do at school or off site.

5. Responsibilities and Organisational Arrangements

There are laws and rules that the school must follow. People who work at our school have to agree to follow the rules before they can start work at Lumen School, and all visitors have rules they have to know about before they can visit and do things here.

6. **Expectation of our School Staff – Child Safety Code of Conduct**

All staff have to sign a Code of Conduct which reminds them of the rules of Lumen Christi, especially about ways they have to make sure our students are safe and cared for.

7. **Student Safety and Participation**

We teach students about what they can do if they feel unsafe.

We teach students that they can also help by keeping each other safe.

8. **Reporting and Responding**

If someone is feeling unsafe or something bad is happening it is important that they tell someone who can help them, or help them find someone else who can help them.

Adults can help children tell other adults about the things that are unsafe or upsetting.

There are rules that say that sometimes adults need to tell important people, like the Principal or the Police, if something wrong or dangerous is happening.

9. **Screening and Recruitment of School Staff**

Lumen Christi has to follow rules about who is allowed to work here. Some rules are that teachers have to have gone to University and that all staff must have had a Working with Children Check.

11. **Child Safety – Education and Training for School Staff**

Our staff are given reminders about Child Safety and have to do extra learning each year to remember the rules they have to follow.

12. **Risk Management**

At Lumen Christi we are always looking to make sure the things we do to keep all children safe are still working, and that everyone who works or visits here are keeping the rules.

13. **Communication**

To make sure everyone knows about Child Safety we have information on the school website for children and adults. We let everyone know about new things and rules in the newsletter as well.