



CHILD SAFETY AND WELLBEING POLICY

PURPOSE

The Mentone Girls' Secondary College Child Safety and Wellbeing Policy demonstrates our school's commitment to creating and maintaining a child safe and child-friendly organisation, where children and young people are safe and feel safe. This policy provides an overview of our approach to implementing Ministerial Order 1359 and the Victorian Child Safe Standards.

SCOPE

- applies to all staff, volunteers, contractors and school council members
- applies in all physical and online school environments
- applies at all times including camps, excursions and off-site activities
- should be read in conjunction with other child safety policies

STATEMENT OF COMMITMENT TO CHILD SAFETY

Mentone Girls' Secondary College is a child safe organisation which welcomes all students and their families.

We are committed to providing environments where students are safe and feel safe, where their participation is valued, their views respected, and their voices are heard.

We have zero tolerance for child abuse and take proactive steps to identify and manage risks of harm.

We promote positive relationships based on trust and respect and take all concerns seriously, responding promptly and thoroughly.

We pay particular attention to students who may be vulnerable including Aboriginal students, culturally diverse students, students with disabilities, international students, students unable to live at home and students who identify as LGBTIQ+.

Child safety is a shared responsibility across the school community.



ROLES AND RESPONSIBILITIES

School leadership team

- ensure effective child safety governance, policies and procedures are in place
 - model a child safe culture
 - promote inclusive practices
 - reinforce respectful behaviour
 - provide regular professional learning
 - ensure concerns are addressed promptly

School staff and volunteers

- follow child safety policies and Code of Conduct
- participate in training
- identify and report concerns
- listen to students and take concerns seriously
- implement inclusive practices

School Council

- promote child safe culture
- ensure child safety is discussed
- undertake annual training
- approve policies

SPECIFIC CHILD SAFETY RESPONSIBILITIES AT MGSC

- Principal and Assistant Principals are first point of contact
- Student Wellbeing Team supports child safety and wellbeing
- Leadership team monitors compliance

Managing risks to child safety

- maintain a Child Safety Risk Register
- review risks annually
- apply risk management to activities and providers

Establishing a culturally safe environment

- respect Aboriginal culture and identity
- promote inclusion
- support student voice



Student empowerment

- students understand their rights
- students recognise unsafe situations
- students are encouraged to speak up
- students can identify a trusted adult

Family engagement

- provide accessible information
- encourage family input
- communicate via website and newsletters

Diversity and equity

- support diverse student needs
- promote inclusive environments
- tailor supports for vulnerable students

Suitable staff and volunteers

- Working with Children Checks
- reference checks
- verification of qualifications

Child safety training

- mandatory reporting training
- recognising harm
- responding to concerns
- cultural safety

Complaints and reporting

- encourage reporting
- follow Four Critical Actions
- refer to Complaints Policy

Communications

- policy available on website
- shared via newsletters and meetings

Privacy and records management

Information is managed in accordance with privacy laws and Department policies.



Review of child safety practices

- review every 2 years
- analyse incidents
- seek community feedback

Related policies

- Child Safety Code of Conduct
- Child Safety Responding and Reporting Policy
- Student Wellbeing and Engagement Policy
- Bullying Prevention Policy
- Visitors Policy
- Volunteers Policy

COMMUNICATION

- This policy will be communicated to our school community via the school website.

POLICY REVIEW & APPROVAL

Created	4 May 2026
Consultation	Student Wellbeing Team
Endorsed by	Principal
Endorsed on	6 May 2026
Next scheduled review date	May 2028