CHILD SAFETY REPORTING PROCESS (St. Mary's Parish, Echuca)

Who can report?

- Child
- Parent Guardian
- Any Person
- Staff member or volunteer

What to report?

Any child safety concerns, including:

- disclosure of abuse or harm
- allegation, suspicion or observation
- breach of Code of Conduct
- environmental safety issues.

Call 000 if a child is in immediate danger and notify the Parish Child Safety Officer Mel Slattery at 0417 822 589 or Parish Priest 0450 185 021. If the complaint involves a member of the clergy contact the Diocesan Safeguarding Co-ordinator 0438 951 010

How?

Face-to-face verbal report, letter, email, telephone call, meeting

Who to?

Parish Child Safety Officer Mel Slattery or Parish Priest Fr Novelito Lim or Diocesan Safeguarding Co-ordinator 0438 951 010 email or contact The Commission for Children and Young People directly on (03) 8601 5281

What happens next?

The Parish Priest/Parish Child Safety Officer will:

- offer support to the child, the parents, the person who reports and the accused staff member or volunteer.
- contact the Diocesan Safeguarding Co-ordinator who will assist with internal processes to ensure the safety of the child, clarify the nature of the complaint, and commence disciplinary process (if required)
- contact the Diocesan Safeguarding Co-ordinator to decide, in accordance with legal requirements and duty of care, whether the matter should/must be reported to the police, Child Protection and or the Commission for Children and Young People

Outcome

Investigation; outcome decided; notify relevant staff, volunteers, parents and child the outcome/progress of investigation; policies, procedures updated where necessary.

For more information on Safeguarding visit the Australian Catholic Safeguarding Ltd (ACSL) website https://www.cpsltd.org.au/ June 2021