



RTO CODE 45128

BARBERY THE CRAFT OF A BARBER ACADEMY

CHILD SAFE ENVIRONMENT POLICY

PURPOSE

The purpose of this policy is to outline the actions adopted by Skilled Select Academy (Aust) Pty Ltd t/a Barbery the Craft of a Barber Academy in the engagement and promotion of the safety and wellbeing of children and young people.

This policy applies to all staff, volunteers, contractors, work experience students, members, families and children and young people.

This policy can be found on Barbery the Craft of a Barber Academy's website and is also available on request in hard copy from the Academy.

Within this document, any reference to Barbery refers to all employees, volunteers, contractors, work experiences students, families and children and young people of Barbery the Craft of a Barber Academy.

BARBERY THE CRAFT OF A BARBER ACADEMY'S COMMITMENT TO CHILDREN AND YOUNG PEOPLE

Barbery the Craft of a Barber Academy is committed to:

- **Ensuring that the health, safety and wellbeing of all children is a priority.**
- **Providing a safe space for children and young people to learn and thrive, free of bullying and harassment which will not be tolerated.**
- **Without biasness, accept and treat every student equally**
- **Encourage individuality and provide a safe place for children and young people to be themselves**
- **Ensuring that children and young people feel valued and respected as well as comfortable and confident to address their concerns.**

Barbery the Craft of a Barber Academy recognises and respects all cultures and will embrace the cultural characteristics that it's students bring to the Academy, particularly those of Aboriginal and Torres Strait Islander decent.

Ensuring that children and young people will have a voice and be heard, as well as be treated with dignity in all situations and that they will be involved in decisions that affect their life.

Date of next review: April 2028

NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved in promoting child safety and wellbeing.
4. Equity is upheld, and diverse needs respected in policy and practice.
5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6. Processes to respond to complaints and concerns are child focused.
7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
9. Implementation of the national child safe principles is regularly reviewed and improved.
10. Policies and procedures document how the organisation is safe for children and young people.

PRINCIPLE ONE:

CHILD SAFETY AND WELLBEING IS EMBEDDED IN ORGANISATIONAL LEADERSHIP, GOVERNANCE AND CULTURE.

We are committed to ensuring that Child Safety is at the forefront of our business, through the provision of:

- Verification of Working with Children Check prior to employment commencement
- Maintaining currency of all Child related working checks, this also includes, WWCC and RRHAN-EC
- Ensuring that all staff are up to date with all relevant legislation and associated guidelines relating to the health, safety, protection and wellbeing of children particularly the *Protective practices for staff in their interactions with children and young people guidelines for staff working or volunteering in education or care settings*.
- Understand the inherent risks that staff members face regularly in an education and care setting and ensure that any risks that are identified are addressed in accordance with the Work Health and Safety Act 2012, and/or are adequately controlled so far as is reasonably practicable.

We are committed to providing a safe child environment by:

- Ensuring that all learning content is age appropriate to the learner
- Providing employees with the support and sufficient resources to effectively respond to incidents involving children and young people that are in the best interests of children and young people
- That procedures are succinctly followed to ensure minimal disruption is made to any child to ensure that the respect and dignity of all children is upheld as well as their vulnerabilities.

PRINCIPLE TWO:

CHILDREN AND YOUNG PEOPLE ARE INFORMED ABOUT THEIR RIGHTS, PARTICIPATE IN DECISION AFFECTING THEM AND ARE TAKEN SERIOUSLY.

We will:

- ensure all children and young people are informed of all their rights, particularly relating to their safety, participation and their information.
- recognise and value the importance of friendships and that support from peers is encouraged, to help children and young people feel safe and feel less isolated, particularly in a new environment.
- Ensure all staff and volunteers are attuned to signs of harm, and facilitate child-friendly ways for children and young people to communicate and express their views, as well as participate in decision-making that involves them.
- have strategies in place to develop a culture that facilitates participation of children and young people and one that is responsive to the input of children and young people.
- provide opportunities for children and young people to participate and are responsive to their contributions, thereby strengthening confidence and engagement at all levels of the business.

PRINCIPLE THREE:

FAMILIES AND COMMUNITIES ARE INFORMED AND INVOLVED IN PROMOTING CHILD SAFETY AND WELLBEING.

We will ensure that:

- the families of children and young people are invited to participate and contribute to decisions affecting their child and that we will engage openly through all forms of communication with families and the community about our child safe approach.
- all relevant information is accessible and that families, carers and the community are informed about our operations and governance.
- That families of children and young people have access to the Barbery's Child Safe Policy to ensure transparency with policy, process and procedure.

PRINCIPLE FOUR:

EQUITY IS UPHOLD AND DIVERSE NEEDS RESPECTED IN POLICY AND PRACTICE

We will ensure that:

- all staff and volunteers, understand the diverse circumstances that children and young people face, and will provide the appropriate support in response to those who are vulnerable.
- children and young people have access to information, support and a complaints process in ways that are culturally safe, accessible, and easy to understand.

We will pay particular attention to the needs of:

- Aboriginal and Torres Strait Islander children and young people and will provide and promote a culturally safe environment for them to learn in one in which is safe and free of bullying and harassment.
- Children and young people with a disability, children, and young people from culturally and linguistically diverse backgrounds, those who are unable to live at home, those that identify as lesbian, gay, bisexual, transgender and intersex children and young people and will provide and promote a culturally safe environment for them to learn in, one in which is safe and free of bullying and harassment.

PRINCIPLE FIVE:

PEOPLE WORKING WITH CHILDREN AND YOUNG PEOPLE ARE SUITABLE AND SUPPORTED TO REFLECT CHILD SAFETY AND WELLBEING VALUES IN PRACTICE.

We will ensure that:

- All staff members are currently up to date with their Working with Children Check as well as their Responding to Risks and Harm, Abuse and Neglect Mandatory Notification Training. Any new team members are required to produce a valid WWCC and have undertaken RRHAN-EC training prior to commencement of employment.
- Team members files are checked annually to ensure that no team members WWCC and RRHAN-EC have expired. Certification expiry dates are recorded on a Team Members file as well as recorded on an internal records management system.
- If team members are identified as needing further training, that this is facilitated in a timely manner to ensure compliance with the Barbery's internal policies relating to professional development and our commitment to children and young people.

PRINCIPLE SIX:

PROCESSES TO RESPOND TO COMPLAINTS AND CONCERNS ARE CHILD FOCUSED.

We will:

Prioritise and promotes and facilitate a child safe and a child friendly complaints process. The prevention of child abuse is the responsibility of all staff and volunteers, and where children, parents, carers, staff and volunteers feel confident to safely discuss any child safety concerns and barriers children experience in making complaints are understood and overcome.

The leadership team will:

Create and maintain an organisational culture where this embedded into the ethos of the business.

All staff and volunteers are equipped to manage complaints by children and young people. Staff and volunteers play an important role in supporting children and young people to feel safe. The Barbary has equipped all staff and volunteers with the appropriate training to support children and young people to speak up and respond when they identify concerns.

Complaints systems are visible, accessible, and understood by children, young people, families, staff and volunteers. Our Student Handbook outlines to children and young people of their right to raise concerns and make complaints and the different ways in which they can do this. Our complaints system is easy to locate and provides readily understood information outlined in the Student Handbook and website.

Those employees who are responsible for receiving complaints from children and young people must be respectful, willing to listen, skilled listeners and able to act where necessary. All children are reassured that all complaints are taken seriously and responded to promptly and thoroughly and involve trusted adults within the organisation.

PRINCIPLE SEVEN:

STAFF AND VOLUNTEERS ARE EQUIPPED WITH THE KNOWLEDGE, SKILLS AND AWARENESS TO KEEP CHILDREN AND YOUNG PEOPLE SAFE THROUGH ONGOING EDUCATION AND TRAINING.

We will ensure that:

All staff and employees are equipped with the knowledge, skills and awareness to keep children and young people safe.

Continue to enforce the requirement of employment that all staff undertake a Working with Children Check prior to commencement of employment and that any other training deemed relevant in the prevention and mitigation of risk to children and young people is undertaken in a timely manner.

All professional development activities are recorded in the Academy's Professional Development Register which is reviewed annually.

PRINCIPLE EIGHT:

PHYSICAL AND ONLINE ENVIRONMENTS PROMOTE SAFETY AND WELLBEING WHILE MINIMISING THE OPPORTUNITY FOR CHILDREN AND YOUNG PEOPLE TO BE HARMED.

ONLINE

We utilise a non-Indexed learning platform that does not allow for interference from outside sources. This platform is not accessible through any search engine search. This platform is only accessible through a unique link which is provided when the students profile is setup on the platform. Within this environment, students are placed into classes by the educator and only have access to other students that are in the set class. This is monitored by two educators.

This platform is password protected – with the educators and the students only having access to the portal. Students that are no longer students of the Academy at the end of their 12-month subscription are no longer able to login to the portal.

PHYSICAL

To minimise the risk to the Children and young people of the Academy, students are placed in a classroom that is not accessible to the general public. If students are required to participate in learning in the live salon, they are monitored by the educator undertaking the training as well as all Academy employees to mitigate any risk of harm.

PRINCIPLE NINE:

IMPLEMENTATION OF THE NATIONAL CHILD SAFE PRINCIPLES IS REGULARLY REVIEWED AND IMPROVED.

This policy will be reviewed at least once in every 5-year period (next review date: April 2028)
Once this policy has been reviewed Skilled Select Academy (Aust) Pty Ltd t/a Barbery the Craft of a Barber Academy will lodge a new compliance statement with DHS on or before (10 April 2028).

PRINCIPLE TEN:

POLICIES AND PROCEDURES DOCUMENT HOW THE ORGANISATION IS SAFE FOR CHILDREN AND YOUNG PEOPLE.

We will ensure that:

All consideration of children and young people is given in the development of all its policies and procedures relating to the delivery of education and training in an education setting.

As well as seeking the input of children and young people, families, and communities to ensure the timely delivery and accuracy of information provided is in an efficient manner to ensure the health safety and wellbeing of children and young people is adequately addressed.

At the time of review of each of the Barbery's policies input will be sought from all relevant stakeholders regarding the appropriateness of information included in the Barbery's policies and procedures.

The following documentation includes references to the promotion of a Child Safe Environment and the inclusion of children and young people.

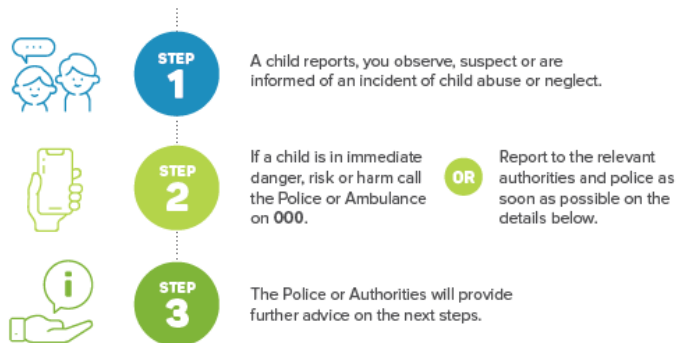
- Student Handbook
- Recruitment Policy BARBERY.MGMNT.3.0
- Record Keeping – BARBERY.RTO.1.19
- Children empowerment and participation – BARBERY.RTO.1.20
- Employee Code of Conduct – BARBERY.RTO.1.15
- Student Support Services – BARBERY.RTO.1.9
- Complaints, Grievances and Appeals Policy – BARBERY.RTO.1.4
- Inclusive Learning – BARBERY.LSS.2.1

RESOURCES

KEEP OUR CHILDREN SAFE! SEE SOMETHING? SPEAK OUT!

RESPONDING TO INCIDENTS, DISCLOSURES AND SUSPICIONS OF CHILD ABUSE

Keeping children safe in the community is important. If you see an incident, or become aware of a disclosure, complaint, allegation or suspicion of child abuse, follow the steps below:



CONTACTS FOR SOUTH AUSTRALIA

Police 000

Department for Child Protection

Phone: **Child Abuse Report Line 13 14 78** (24 hours)

Online: **Less serious concerns can also be reported online**

[Department for Child Protection](#)

[Human Rights Commission - Child Safe](#)

[SA Health - Child Protection](#)

[National Office for Child Safety](#)

[South Australian Police - Child Safety](#)

[Women's and Children's Hospital - Child Safety](#)