



KOROWAL SCHOOL
Human-centred education • Kindergarten to HSC

Korowal School Limited

Safe and Supportive Environment Policy

Contents

1. Document Control	3
2. Policy Statement.....	4
3. Purpose	4
4. Scope	4
5. Related Policies.....	4
6. Legislation	4
7. Definitions	5
8. Principles	5
8.1 Safe and Supportive Environments.....	5
8.2 Respectful Relationships.....	5
8.3 Enhanced development for Students	5
8.4 Protection of Students.....	5
8.5 Culture of Safety	5
9. Responsibilities.....	5
9.1 Teachers and non-teaching employees/staff	5
9.2 Principal (or their delegagte)	5
9.3 Directors, Educational Leadership	6
10. Records	6
11. Further Information	6

1. Document Control

Document name: Safe and Supportive Environment Policy
Document owner: Korowal School Limited ('Korowal')
Frequency of review: Within five (5) years of most recent review
Approved: Principal
Date approved: March 2019
Status: Current
Point of contact: Principal
Stakeholder distribution:

Distribution	Responsibility	Date
Executive Team	Review and Recommend for Approval	Feb 2019
Principal	Approval	March 2019

Version control:

Version	Date	Updated by	Description
1.0	26/3/19	Executive Team	Final

2. Policy Statement

- 2.1 The School is committed to creating a safe and supportive environment for students.**
- 2.2** A safe environment is one where the risk of significant harm is minimised and students and employees feel safe and secure.
- 2.3** The School promotes a learning environment where teachers, students and parents are mutually supportive.

3. Purpose

The purpose of this Policy is to provide a statement of all aspects required for a safe and supportive school environment.

4. Scope

This policy applies to all employees, which under this framework, includes all employees, contractors, volunteers, work experience participants and student placements who are engaged by the School in working with children.

5. Related Policies

This policy is an overarching policy for maintaining a Safe and Supportive Environment at the School. It must not be read in isolation. A number of inter-related policies and codes fit within this policy and they must be read together with this document. They include but are not limited to:

- *Safe and Supportive Environment Statement*
- *Child Protection Framework and related policies*
- *Employee Code of Conduct*
- *Promote Child Safety in the Workplace Policy*
- *Protected Disclosures Policy*
- *Code of Conduct for Students and Parents*
- *Workplace Health and Safety*
- *Security Policy*
- *Student Wellbeing Policy*
- *Communications Policy*

As this policy is a framework related to many other policies, there are no direct procedures. Refer to the Safe and Supportive Environment Statement and the procedures related to the above listed policies.

6. Legislation

This Policy has been drafted to comply with the following legislation:

- *Children and Young Persons (Care and Protection) Act 1998 (NSW)*
- *Ombudsman 's Act 1974 (NSW)*
- *Child Protection (Working with Children) Act 2012 (NSW)*
- *Child Safe Standards Final Report: Royal Commission into Institutional Responses to Child Sexual Abuse*

7. Definitions

For a full list of definitions relevant to the School policies refer to the [Definitions Register](#)

8. Principles

The School adheres to the following principles:

8.1 Safe and Supportive Environments

This Policy supports the commitment by The School create safe and supportive environments for students. A safe environment is one where the risk of significant harm is minimised and students and employees feel safe and secure.

8.2 Respectful Relationships

The School values relationships, in which an individual's personal growth can flourish in connection with other people.

8.3 Enhanced development for Students

A supportive environment facilitates and enhances the social, academic, physical and emotional development of students, employees and all those involved with the work of the School.

8.4 Protection of Students

The School is committed to fostering the wellbeing of students and to protecting them from any form of exploitation, abuse or neglect.

8.5 Culture of Safety

The School is committed to maintaining practices that create a culture of safety within which students and employees are supported and protected

8.6 Mandatory Reporting

The School is committed to reporting any concerns regarding students in accordance with 'Keep Them Safe' share approach to child wellbeing. <http://www.keepthemsafe.nsw.gov.au/>

9. Responsibilities

The School requires all stakeholders to support the Safe and Supportive Environment Policy.

9.1 Teachers and non-teaching employees/staff

- support the school in maintaining a safe, inclusive and supportive learning environment
- model and promote respectful relationships and appropriate behaviours
- promote a learning environment where teachers, students and parents are mutually supportive.

9.2 Principal (or their delegate)

- inform staff of their legal rights and responsibilities regarding Child Protection, Workplace Health and Safety, Supervision, Security, Communication, Codes of Conduct and Student Wellbeing.
- maintain a positive school climate which includes respectful relationships.
- manage complaints about bullying in accordance with the Complaints Handling Policy.
- The Safe and Supportive Checklist of annual reminders to staff is to be addressed at the staff development sessions at the commencement of each year.

9.3 Directors, Educational Leadership

- manage complaints about how the school has responded to a report of bullying in accordance with the Complaints Handling Policy

10. Records

Records relating to student wellbeing are recorded in files under the students name and year in the School's Google Drive.

Highly confidential documents are filed in the Exec Google Drive folder or the Wellbeing Coordinator folder shared with the Principal.

11. Further Information

For any emergencies and ambulance dial 000

Police: Springwood: 4751 0299

Police School Liaison Officers:

- Robyn Prichard YLO (Primary School): 4751 0299
- Senior Constable Steven Stopford (High School): 0418 212 767

Fire: Springwood: 47 51 2740

Should you require further information about this Policy, please contact the Principal.