

STUDENT SAFETY RESPONSIBILITIES

Last Review: April 2023

Constructed / Reviewed by: East Preston Islamic College on advice from Russell Kennedy Lawyers

Next Review: April 2025 (at least every two years (thereafter or more frequently after a significant student safety incident))

3.3 *Education and Training Reform Act 2006 (Vic)*

3.4 *Child Wellbeing and Safety*

- (h)- Keeps the Principal and, via the Principal, keeps all staff accountable for achieving the College relevant information and ensuring adequate recordkeeping in accordance with the Public Record Office Victoria Recordkeeping Standards.
- (i) Periodically reviews the effectiveness of the College strategies in practice (including by, if considered appropriate, revising those strategies).
- (j) Ensures that student safety remains a regular board agenda item for review, reflection and discussion as well as ensuring that the College reports on the outcomes of any relevant review to the College community.
- (k) Ensures that privacy and employment law obligations are met when responding to student concerns and complaints.

The Principal

- 4.3 In accordance with good governance, the Board delegates responsibility for the day-to-day operation of the College and in particular the care, safety, wellbeing and welfare of students - to the Principal.
- 4.4 The Principal is therefore responsible at a day-to-day level, and accountable, for taking all practical measures to ensure that:
 - (a) The College has a student safety and cultural safety culture (including in the online environment), and that this is promoted within the College environment such as at

(i)

- 4.11 All contractors and volunteers involved in student-connected work are required to adhere to the College and Protection Policy and Student Safety Staff Code of Conduct, and are responsible for contributing to the safety and wellbeing of students in the school environment. They too have obligations with respect to the reporting of actual or suspected child abuse or reportable conduct.
- 4.12 Again, it is the College individual responsibilities and act in accordance with their internal and external reporting obligations, and the College

5 Communication and Implementation

- 5.1 This document is made publicly available on the College
- 5.2 This document is available to staff as part of the College and procedures. Aspects of (and updates to) the College this document will be addressed in the College programs, bulletins and newsletters.
- 5.3 To properly implement this document:
- (a) The Board will review this policy and the College every two years (or more frequently after a significant student safety incident) and implement improvements where applicable.
 - (b) Families and the College community will be afforded the opportunity to contribute to the review and development of the College and practises.
 - (c) Periodic training and refresher sessions on this document are provided to all staff.
 - (d) All staff must ensure that they abide by this document and assist the College in implementing this document.