



Beehive Physio Child Safety Policy and Code of Conduct

This policy was written to demonstrate the strong commitment of Beehive Physio to child safety. This document also provides an outline of the policies and practices which have been developed to keep everyone safe from any harm, including abuse.

Commitment to child safety

All children who are supported by Beehive Physio have a right to feel and be safe. The welfare of the children supported by Beehive Physio will always be our first priority and we have a zero-tolerance approach to child abuse. We aim to create a child safe and child friendly environment where children feel safe and have fun. This policy applies to all staff, children and individuals involved in Beehive Physio. Beehive Physio is committed to the principles of cultural safety and inclusion of children from diverse backgrounds and to the safety and inclusion of children with disability, and we recognise that these principles support the safety of all children.

Children's rights to safety and participation

Beehive Physio is a child and family-centred organisation. We actively seek to include the voices of children and their families in our organisational planning, delivery of services and in assessment and support. Beehive Physio actively seeks to understand what makes children feel safe and we regularly encourage children to communicate in any way they can if they feel unsafe or unsure.

Beehive Physio values the voices of children and will act on concerns raised by children or their families in regard to their safety.

Beehive Physio ensures child safety in the by ensuring all staff agree to and follow the code of conduct below.

Beehive Physio Child Safety Code of Conduct

- Take all reasonable steps to protect children from abuse
- Report and act on any behavioural complaints, concerns or observed breaches regarding this Code of Conduct
- Report any concern, allegation, disclosure or observation of child abuse to the relevant person or authority as outlined in Beehive Physio Child Safety Policy and in line with mandatory reporting requirements, including the Reportable Conduct Scheme
- Respect the privacy of children and their families by keeping all information regarding Child Protection concerns confidential, only discussing information with the relevant people to follow reporting procedure

- Treat all children and young people with respect, regardless of race, colour, sex, gender identity, sexual orientation, language, religion, political or other opinion, national, ethnic or social origin, culture, property, disability or other status
- Listen to and value children and young people's ideas and opinions
- Welcome all children and their families and carers by being inclusive
- Child/family consent will be sought prior to the commencement of any session, activity, if the child needs to be touched, handled or have clothing removed as is sometimes necessary for effective assessment and early intervention/physiotherapy support of children
- Regular verbal checking in and monitoring of non-verbal cues with children/family during support/intervention for signs they may be feeling unsure and encouraging communication (as is accessible for that child) if they feel unsafe or want to change the activity in any way to support them to feel safe
- All clients under the age of 18 must have a trusted adult within line of sight whilst they are working with a Beehive Physio staff member at all times
- Consent will be obtained and documented to take photos/videos of Beehive Physio clients on password protected technology for the purpose of assessment, monitoring of intervention, development of intervention plans
- Beehive Physio staff will not contact any child via the phone, mail, email, web-based chat platforms or social media

Valuing diversity

Beehive Physio values diversity and does not tolerate any discriminatory practices. To achieve this, we:

- Support the cultural safety, participation and empowerment of Indigenous children and their families
- Support the cultural safety, participation and empowerment of children from culturally and/ or linguistically diverse backgrounds and their families
- Welcome children with disability and their families and act to promote their participation and achieve their full potential
- Welcome same-sex attracted, intersex and gender diverse children and families

Staff screening and compliance

National Police Checks and Working with Children Checks are maintained by all Beehive Physio staff. All Beehive Physio staff are made aware of their obligation to comply with the Beehive Physio Child Safety Policy, Child Safety Standards, mandatory reporting requirements and are required to review these policies/standards every 12 months to ensure ongoing understanding and compliance.

Incident Reporting procedures and Record Keeping

Beehive Physio Incident Management Process and the Incident Reporting Form supports reporting and documentation of any allegation/suspicion or incident of child abuse. This includes the following elements:

- If a staff member becomes aware of or suspects an incident or allegation of abuse, the first responsibility is to ensure that the child or children are safe and the risks of further abuse or harm are mitigated. If the incident or allegation of abuse could involve criminal conduct, the matter will be immediately reported to Victoria Police.

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If there is any ongoing risk to a child or children, then the Beehive Physio staff member will immediately call 000. It may also be appropriate to notify the Department of Health and Human Services if there is a belief that a child is in need of protection. This may involve notifications to the police or Child Protection.

- All reports of child abuse will be treated as serious, whether they are made by an adult or a child.
- When an allegation of child abuse is received, all mandatory reporting requirements will be met, including reporting to: Victoria Police, Department of Health and Human Services, the Commission for Children and Young People under the reportable conduct scheme and other government departments or regulators as appropriate
- In maintaining records on reports of child abuse, Beehive Physio will maintain confidentiality and privacy for children and families in accordance with legislation. Records will be retained in line with the recommendations from the Office of Public Records.

Risk management

Beehive Physio recognises the importance of a risk management approach to minimising the potential for child abuse or harm to occur and uses this to inform our assessment and intervention in the context of our therapeutic training.

All clients under the age of 18 must have a trusted adult within line of sight whilst they are working with a Beehive Physio staff member at all times