



Policy Name	Reportable Conduct Policy
Approved by	Standing Tall in Hamilton Inc. Committee of Management (CoM)
Endorsement Date	This policy was adopted by resolution of the CoM on Wednesday 22 March 2023 .
Current version	1.0 - <i>Policy documents occasionally change. It is recommended that you consult the electronic copy to ensure that you have the current version.</i>
Compulsory Review Cycle	2 years
Review Date	2025
Relevant Legislation	<i>Crimes Act 1958 (Vic), Worker Screening Act 2020, Reportable Conduct Scheme, Children Youth and Families Act 2005, Commission for Children and Young People Act 2012, Child Wellbeing and Safety (Child Safe Standards Compliance and Enforcement) Amendment Act 2021, Disability Act 2006.</i>
Relevant Organisation Documents	<i>Child Safe Policy; Code of Conduct; Privacy Policy; Social Media Policy.</i>

REPORTABLE CONDUCT POLICY

If you believe that a child is in immediate harm, please contact the police on 000 (Triple Zero).

This policy provides directions on how to contact our team to report allegations of child abuse by employees, contractors, consultants, and volunteers engaged by Standing Tall in Hamilton (STiH).

If you wish to report allegations of child abuse involving another organisation, you can contact the Commission for Children and Young People (CCYP) via email at childsafestandards@ccyp.vic.gov.au.

If you want to learn more about the Child Safe Standards and the Reportable Conduct Scheme, you can visit the Commission for Children and Young People's website <https://ccyp.vic.gov.au/child-safe-standards/>.

Reportable Conduct Scheme

From 1 July 2017, the Reportable Conduct Scheme imposes new obligations on organisations to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure those allegations can be brought to the attention of appropriate persons for investigation and response.

STiH must also notify the Commission for Children and Young People of allegations of child abuse (and other child-related misconduct).

What can be reported?

Reportable conduct includes any of the following:

- A sexual offence committed against, with or in the presence of a child, whether or not a criminal proceeding in relation to the offence has been commenced or concluded.
- Sexual misconduct, committed against, with or in the presence of a child.
- Physical violence, committed against, with or in the presence of a child.
- Any behaviour that causes significant emotional or psychological harm to a child.
- Significant neglect of a child.





Who can an allegation of reportable conduct be made against?

An allegation of reportable conduct can be made about any person over 18 years of age who is an employee, contractor, consultant, and volunteer of STiH, even if:

- They do not have direct contact with children as part of their engagement.
- The conduct occurred outside of their direct engagement with STiH.

How do I make an allegation of reportable conduct?

You may make an allegation of reportable conduct to the STiH Child Safety Officer:

- by phone.
- by email.
- by post.

STiH Contact details:

Child Safety Officer
Standing Tall in Hamilton Inc.
87 Thompson Street
Hamilton VIC 3300

Phone: 0427 712 480

Email: President@standingtallhamilton.com.au

STiH treats all allegations very seriously and will endeavour to respond to all allegations in a timely manner. When an allegation is made via email, the sender will receive an email acknowledging receipt of the allegation by the Child Safety Officer. Should an acknowledgement email not be received within one day of submitting an allegation, the sender is encouraged to contact the STiH President 0427 712 480.

Alternatively, an allegation of reportable conduct can be made directly to the Commission for Children and Young People.

CCYP Contact Details:

Commission for Children and Young People
Level 18
570 Bourke Street
Melbourne VIC 3000

Phone: (03) 8601 5281

Email: childsafestandards@ccyp.vic.gov.au

Website: www.ccyp.vic.gov.au

