

1. Purpose	2
2. Scope	2
3. Commitment to child safety	2
4. Children's participation	2
5. Responsibilities	3
6. Recruitment & employment practices	4
7. Safe information	4
8. Policy status & review	5
9. Related policies and procedures	5
10. Relevant legislation and standards	5
International	5
Commonwealth	6
State/Territory	6

1. Purpose

This policy was written to demonstrate the strong commitment of Champion Life and its employees and contractors to child safety and establishing and maintaining child safe and child friendly environments.

2. Scope

This policy, from the date of endorsement, applies to all employees, children, parents, carers and other individuals involved in Champion Life; it applies to all activities in the organisation which involve, result in or relate to contact with children.

3. Commitment to child safety

Our organisation is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers.

We are committed to the safety and well-being of all children and young people accessing our services and the welfare of children will always be our first priority.

We aim to create a child safe and child friendly environment where all children are valued and feel safe.

4. Children's participation

Champion Life employees and contractors encourage children to express their views, and make suggestions, especially on matters that directly affect children.

We actively encourage children who use our services to 'have a say' about those things that are important to them. We value diversity and do not tolerate any discriminatory practices.

We teach children what they can do if they feel unsafe. We listen to and act on any concerns children, or their parents, raise with us.

5. Responsibilities

Champion Life personnel strive to ensure they are informed and aware of their obligations to protect children and young people from harm and abuse and can do so competently and confidently.

It is the responsibility of all Champion Life employees to familiarise themselves with the policies and procedures outlined in this document. If any person does not fully understand what is required of them it is their responsibility to seek further clarification, support and/or training by contacting the Managing Director.

It is the responsibility of all Champion Life employees to report any breaches and a breach may result in disciplinary action which, depending on the severity, may range from a written warning to termination of employment.

Additionally, all Champion Life employees are required to report breaches of the law, therefore it may also result in action being taken by an external agency such as the Police.

All employees understand their obligation to notify the relevant authorities as soon as practicable if they have a reasonable suspicion that a child has been, or is being, abused or neglected. We ensure that employees and contractors are aware of how to make appropriate reports of abuse or neglect via details provided in our Child Safe Policy:

<https://aifs.gov.au/cfca/publications/cfca-resource-sheet/reporting-child-abuse-and-neglect>

This link provides the contact details of the reporting authority in each Australian state and territory.

6. Recruitment & employment practices

Champion Life takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children.

We interview and conduct background checks on all employees and contractors and provide them with copies of Champion Life's Code of Conduct (see Section 9) and Child Safe Policy.

We require current criminal history assessments (see Section 10) for all Champion Life employees and contractors. Failure to provide a valid assessment of their criminal history report will preclude the individual from working with Champion Life. Our employees and contractors must also agree to abide by our Code of Conduct which specifies the standards of conduct required when working with children.

7. Safe information

The protection of personal information is important to us and as such, we are committed to respecting individual's privacy and the protection of personal information, especially that of children and young people. Please see our [Privacy Policy](#) for further information.

All content on the Champion Life site, including submitted videos, is stored securely on Australian servers and accessible only to the student and their teacher(s) via secure login. Only the individual child and their teachers can view the individual

student's data in the Champion Life program. Teachers can manage or suspend accounts if necessary.

We host our videos on servers managed by [Acquia](https://www.acquia.com/gb/solutions/security), a company trusted by governments, military departments, universities and financial industry leaders. Our clients benefit from their rigorous security standards, some of the highest in the world. <https://www.acquia.com/gb/solutions/security>

8. Policy status & review

We have processes for reviewing our Child Safe Policy and:

- regular reviews of our recruitment/employment practices and the continuing suitability of employees and contractors to work with children (eg. criminal history assessment)
- review of this policy every two years and following significant incidents if they occur
- ongoing support and education of employees (eg. involvement/notification of Child Safe Policy reviews and updates)

9. Related policies and procedures

[Champion Life Privacy Policy](#) (Jan 2020)

Champion Life Terms of Use (Jan 2020)

Champion Life Code of Conduct (Jan 2020)

10. Relevant legislation and standards

International

- United Nations Convention on the Rights of the Child

Commonwealth

- Australian Human Rights Commission Act 1986 (Cwlth)
- Disability Discrimination Act 1992 (Cwlth)
- Privacy Act 1988 (Cwlth)
- Racial Discrimination Act 1975 (Cwlth)

State/Territory

Jurisdiction	Principal legislation	Other relevant legislation
Australian Capital Territory	<i>Working with Vulnerable People (Background Checking) Act 2011</i>	Working with vulnerable people registration requirements: Working with vulnerable people (WWVP) registration Mandatory reporting requirements: Children and Young People Act 2008
	<i>Children and Young People Act 2008</i>	<i>Children and Young People (ACT Childcare Services) Standards 2009 (No. 1)</i> <i>Children and Young People (Employment) Standards 2011 (No. 1)</i> <i>Crimes (Child Sex Offenders) Act 2005</i>
Northern Territory	<i>Care and Protection of Children Act</i>	Ochre Card requirements: Working with children clearance: apply and renew Mandatory reporting requirements: Care and Protection of Children Act
	<i>Care and Protection of Children Act</i>	<i>Child Protection (Offender Reporting and Registration) Act</i> <i>Children's Commissioner Act 2013</i>

New South Wales	<i>Child Protection (Working with Children) Act 2012</i>	Working with Children Check requirements: Working With Children Check Mandatory reporting requirements: Children and Young Persons (Care and Protection) Act 1998 No 157
	<i>Children and Young Persons (Care and Protection) Act 1998</i>	<i>Advocate for Children and Young People Act 2014</i> <i>Child Protection (International Measures) Act 2006</i> <i>Child Protection (Offenders Prohibition Orders) Act 2004</i> <i>Child Protection (Offenders Registration) Act 2000</i> <i>Child Protection (Working with Children) Act 2012</i> <i>Industrial Relations (Child Employment) Act 2006</i>
Victoria	<i>Working With Children Act 2005</i>	Working with children check requirements: Apply for a Check Mandatory reporting requirements: Working with Children Act 2005
	<i>Children, Youth and Families Act 2005</i>	<i>Child Employment Act 2003</i> <i>Child Wellbeing and Safety Act 2005</i> <i>Commission for Children and Young People Act 2012</i> <i>Sex Offenders Registration Act 2004</i>
Queensland	<i>Working with Children (Risk Management and Screening) Act 2000</i>	Queensland Blue Card requirements: About the blue card system Mandatory reporting requirements: Child Protection Act
	<i>Child Protection Act 1999</i>	<i>Child Employment Act 2006</i> <i>Child Protection (International Measures) Act 2003</i>

CHAMPION LIFE Child Safe Policy

		<p><i>Commission for Children and Young People and Child Guardian Act 2000</i></p> <p><i>Director of Child Protection Litigation Act 2016</i></p>
Tasmania	<p><i>Registration to Work with Vulnerable People Act 2013</i></p>	<p>Working with children registration requirements: Working with children registration form</p> <p>Mandatory reporting requirements: Children, Young Persons and Their Families Act 1997</p>
	<p><i>Children, Young Persons and Their Families Act 1997</i></p>	<p><i>Child Care Act 2001</i></p> <p><i>Child Protection (International Measures) Act 2003</i></p> <p><i>Commissioner for Children and Young People Act 2016</i></p>
Western Australia	<p><i>Working with Children (Criminal Record Checking) Act 2004</i></p>	<p>Working with Children Check requirements: Working with Children Check</p> <p>Mandatory reporting requirements: Children and Community Services Act 2004</p>
	<p><i>Children and Community Services Act 2004</i></p>	<p><i>Child Care Services Act 2007</i></p> <p><i>Commissioner for Children and Young People Act 2006</i></p> <p><i>Community Protection (Offender Reporting) Act 2004</i></p>
South Australia	<p><i>Children's Protection Act 1993</i></p>	<p>Child-related screening requirements: Child-related employment screening</p> <p>Mandatory reporting requirements: Children's Protection Act 1993</p>
	<p><i>Children's Protection Act 1993</i></p>	<p><i>Child Protection Review (Powers and Immunities) Act 2002</i></p> <p><i>Child Safety (Prohibited Persons) Act 2016</i></p> <p><i>Child Sex Offenders Registration Act 2006</i></p>

CHAMPION LIFE Child Safe Policy

		<i>Children and Young People (Oversight and Advocacy Bodies) Act 2016</i> <i>Family and Community Services Act 1972</i>
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