

## WHO SHOULD REPORT A CHILD SAFETY CONCERN?

Everyone associated with the Skunkworks Community / Victorian State Youth Brass Band has a responsibility to report a child safety concern, including musical directors, volunteers, parents and visitors.

## WHAT CHILD SAFETY CONCERNS SHOULD BE REPORTED?

Report any child safety concern, including:

- Disclosure from a child regarding abuse or harm or a reasonable belief that abuse or harm has occurred or may occur.
- Observation, suspicion or allegation of a child safety concern.
- Breach of relevant Skunkworks Community policies or codes of conduct, including the Child Safety Policy
- Physical environment safety issues, including risk to health and hygiene.



**Warning – Uncontrolled when printed! The current version of this document is kept on the SW website.**

## WHAT IS ABUSE OR HARM?

Abuse or harm can include:

- sexual abuse or assault,
- physical violence,
- grooming a child with the intent to abuse,
- serious emotional or psychological abuse, and/or
- serious neglect.

## WHAT IS A REASONABLE BELIEF?

A reasonable belief is not the same as having proof but is more than speculation.

## WHAT IS A PHYSICAL ENVIRONMENT SAFETY ISSUE?

Environmental safety issues can include:

- hazards in a child's physical environment that could lead to trips or falls,
- exposure to potentially dangerous equipment,
- materials, and
- substances (such as chemicals), or exposure to substances that pose a risk of cross-infection.

## Supporting documents – Skunkworks Community child safety and wellbeing system

- The following policies and procedures work together to support child safety and wellbeing across all of our operations:
  - Child Safety and Wellbeing Policy
  - Code of Conduct
  - Complaint policy
  - Volunteer policy
  - Grievance Procedure – Skunkworks Community Constitution
  - Risk management plan
  - Child safe training plan

## CONTACT

For questions about this policy, please send an email to [contacttheskunk@gmail.com](mailto:contacttheskunk@gmail.com).

CHILD SAFETY CONCERN REPORTING PROCESS

**Warning – Uncontrolled when printed! The current version of this document is kept on the SW website.**

Authorised by:	Skunkworks Community	Current Version:	01/07/2025
Document Owner:	Skunkworks Community	Review Date:	30/06/2026
		Page 3 of 3	