

Working with Children Policy

1. Purpose

Intentioned Performance AUS is committed to ensuring the safety, protection, and well-being of all children who engage with our mental health and wellness services. This policy outlines our approach to working with children in a professional, ethical, and legally compliant manner, aligning with child safety legislation and best practices.

2. Scope

This policy applies to all employees, contractors, volunteers, and associates who interact with children in any capacity within our business.

3. Principles

- The best interests of the child will always be the primary consideration.
- Children have the right to be treated with respect and to feel safe in all interactions.
- All staff must comply with relevant child protection laws and mandatory reporting obligations.
- Clear procedures will be in place for identifying and responding to concerns about child safety.

4. Legal and Regulatory Compliance

Intentioned Performance AUS complies with all relevant state and federal legislation, including but not limited to:

- Child Safe Standards
- Working with Children Check (WWCC) requirements
- Mandatory reporting obligations under child protection laws
- Privacy and confidentiality laws related to working with children

5. Working with Children Checks (WWCC)

- All staff and volunteers working with children must have a valid WWCC or equivalent clearance before commencing employment.
- WWCCs will be regularly reviewed to ensure ongoing compliance.
- Any staff member found to have a revoked or expired WWCC will not be permitted to work with children.

6. Code of Conduct

All staff must adhere to the following principles when working with children:

- Act in a professional, respectful, and supportive manner.
- Maintain appropriate boundaries in all interactions.
- Avoid one-on-one situations where possible unless in a professional setting (e.g. individual wellness development sessions).
- Never engage in or tolerate any form of abuse, neglect, or inappropriate behaviour.
- Report any concerns regarding child safety immediately.

7. Mandatory Reporting and Responding to Concerns

- All staff are required to report any suspicion of child abuse or neglect to the relevant child protection authorities.
- Reports should be made promptly and documented appropriately.
- Intentioned Performance AUS will support staff through the reporting process and ensure confidentiality where appropriate.

8. Confidentiality and Privacy

- Information about children and their families will be handled sensitively and in accordance with privacy laws.
- Personal data will only be shared when legally required or in the best interests of the child.

9. Staff Training and Education

- All staff working with children will receive child safety training upon induction and at regular intervals.
- Training will cover child protection legislation, recognizing abuse, and appropriate responses to disclosures.

10. Review and Continuous Improvement

- This policy will be reviewed annually or in response to changes in legislation or best practices.
- Feedback from staff, children, and families will be sought to improve child safety practices.

11. Contact Information

For concerns regarding child safety, contact:
Leah Swain – Owner – Intentioned Performance AUS

Date of Last Review: 15 Feb 2025

Approved by: Leah Swain - Owner