



墨尔本喜乐河灵粮堂

JOYRIVER BREAD OF LIFE CHRISTIAN CHURCH INC

ABN: 78 769 621 131

Child Safe Policy

Document Control:

Effective Date	23/01/2024
Approved By	Joyriver Church Board
Next Review Date	February of 2025

Document Version History:

Version	Date	Author	Description of Changes
1.0	23/01/2024	Joyriver Church Child Safe Committee	Initial release of the document.

Introduction

1. Joyriver Church is committed to providing a child-safe and child-friendly environment. Joyriver Church adopts this policy as a key instrument to help Joyriver Church achieve this.
2. This policy must be followed by every person involved in operations in Joyriver Church. Such operations are any activities authorised by Joyriver Church.
3. For the purpose of this policy a child is a person under the age of 18 years.

Joyriver Church Statement of Commitment

Joyriver Church affirms the organisation's commitment to child safety by clearly stating that the organisation:

- Has zero tolerance for child abuse.
- Actively works to listen to children.
- Has policies and procedures to protect children from abuse, and will take all allegations and concerns very seriously.
- Is committed to respect Aboriginal children and children from different backgrounds and to provide a safe environment for children with a disability,

The People Responsible

4. Joyriver Church accepts responsibility for ensuring Joyriver Church is child-safe within the church.
5. Joyriver Church appoints Senior Pastor as Risk Management Officer (RMO). The RMO is responsible for overseeing the integration of Child Safe into Joyriver Church as a whole, and reporting quarterly to Joyriver Church Board on this.
6. Coordinators are people who oversee the programmes, events and operations.
7. Team Leaders are volunteer people in Joyriver Church, who hold recognised positions in, or who are responsible for, team members and participants in organisation operations.
8. Team Members are volunteer people who are invited by coordinator to assist them in their operations.

Accountability

9. No one is accountable to themselves. Everyone is accountable to someone-else.
10. A Team Member or Team Leader cannot go ahead with an activity unless permission has been granted by the Coordinator or RMO.

Child Empowerment, Family Engagement and Equity

11. Joyriver Church has policies and procedures for children to participate, expect to be safe, and to be informed.
12. Joyriver Church has policies and procedures for children to complain, alert an incident, or disclose harm or abuse, that are available and clear to children.
13. Joyriver Church has policies and procedures for mutually communicating with guardians of participating children in an open and respectful manner.
14. Joyriver Church is responsive to the diversity of the participating children and those who wish to, and supports the distinct / noted vulnerabilities of children within its midst.
15. Joyriver Church is committed to promoting safe environments for acknowledged vulnerable groups. This includes cultural safety for Aboriginal children, cultural safety for children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

Screening & Recruitment

16. A person must have a valid Working with Children Check, and/or Police Check, and be screened (including reference-checked) before serving in any operations position listed in Item 2, Schedule 1 below.
17. A person who has been charged with a violent or sexually-related offence (whether convicted or not) cannot be involved in child-related programs or work in immediate proximity to child-related programs.

Incident Reporting & Complaint Procedure

18. Allegations of abuse are very serious and require a high degree of care when handling. Allegations should be managed using the practical threshold of Reasonable Belief.
19. Incidents must be reported in accordance with the Child Harm & Abuse Complaint Policy, recorded on an Incident Report (SMO), and where applicable investigated in accordance with the Child Safe Complaint Handling Process. Steps must be taken to ensure the safety of children while an investigation is underway.

Training

20. The RMO, Coordinator, Team Leaders and Team Members must be trained (face-to-face and/or online) in accordance with the Joyriver Church compulsory training.
21. The RMO must maintain a training register (SMO) of those trained. Refresher training must be held every 3 years.

General Rules for Conduct

22. Every person involved in operations at Joyriver Church must treat the safety and care of children as paramount.
23. Joyriver Church adopts the Joyriver Church Code of Conduct as a key and allied guideline. Each person involved in operations of Joyriver Church including every Team Member, Team Leader, Coordinator, and RMO must comply with the Code of Conduct. Failure to do so will result in disciplinary action.
24. The only person authorised to speak to the media in relation to any Joyriver Church operation is Senior Pastor. No other person should speak to the media.

Risk management

25. A risk assessment process is actively used to reflect identified child safety risks within the organisation, and strategies employed to mitigate these, reflective of a duty of care.
26. Such risk assessments take in both onsite and online environments.

Record-keeping, privacy and policy management

27. Information and documents that contain personal information must be stored confidentially and securely.
28. The policies, procedures and other documents that will be used by Joyriver Church to implement this policy are set out in Items 3 and 4 in Schedule 1.

Review

29. This policy must be reviewed and periodically updated every 1 year. The person responsible for this is named in Item 4 of Schedule 1.

SCHEDULE 1

Item #	Description	Positions
1.	The Child Safe Leadership Team in Joyriver Church.	<ul style="list-style-type: none"> • Senior Pastor • Kids’ Church Pastor • Youth Pastor • Worship Pastor • Leader of Kids Church teacher • Leader of Youth Church • Leader of Worship Team
2.	The people that must have valid Working with Children Checks, and/or Police Check and be screened.	<ul style="list-style-type: none"> • Member of Church Board • All Ministers - Senior Pastor, Pastor • RMO, Coordinator, Team Leader and Team member
3.	Primary policies and procedures.	<ul style="list-style-type: none"> • Child Safe Policy • Code of Conduct • Child Harm, Abuse & Complaint Policy • Child Safe Complaint Handling Process
4.	Person responsible for ensuring policy is reviewed and updated.	Joyriver Church Child Safe Committee