

TANTRUM

Child Safety Reporting Process

If a child, a parent/guardian or employee has concerns about the safety and wellbeing of a child involved in our activities, or about the conduct of a staff member, board member, contractor or volunteer at Tantrum Youth Arts they can make a report according to the process outlined below.

How to Report

Who can report?

Parent

Child

Employee

What to report?

Any child safety concerns, including:

- disclosure of abuse or harm
- allegation, suspicion or observation
- inappropriate behaviour around children
- breach of Code of Conduct by a staff/board member, contractor or volunteer
- perceived risks in the organisation's environment.

Call 000 if a child is in immediate danger

How?

Reports can be made through:

- face-to-face verbal report
- letter
- email
- telephone call
- meeting

In addition to the above, children can make a report about child safety concerns through other easily accessible avenues including Tantrum's Feedback Box and feedback surveys throughout the year.

Who to?

Reports should be made to one of the Child Safety Contact Persons.

The Child Safety Contact Persons at Tantrum Youth Arts are:

Artistic Director/CEO: Chris Dunstan

E: chris@tantrum.org.au

P: 02 4929 7279

General Manager: Tamara Gazzard

E: tamara@tantrum.org.au

P: 02 4929 7279

If a complaint is in relation to either of the Child Safety Contact Persons, the complaint should be directed to the Chair of Tantrum Youth Arts:

Samantha Willcox – Chairperson

E: board@tantrum.org.au

P: 02 4929 7279

What happens next?

The person receiving the report will:

- Listen and offer support to the child, the parent/guardian or employee making the report
- First ensure the safety of any child involved in the report
- Follow internal policies and procedures to assess and respond to the report
- Clarify and record factual information about the nature of the complaint
- Decide, in accordance with legal requirements and duty of care, whether the matter should be reported to the police and/or the Child Protection Helpline and make report as soon as possible if required.

The person making the report will:

- Be kept informed of the steps taken by the organisation in response to their report, any decisions made and the reasons for those decisions.