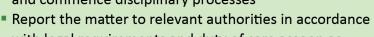
REPORTING ABUSE OR SAFETY-RELATED MISCONDUCT

Anyone: Child or young person and/or their parent or carer WHO CAN REPORT? Staff member or Committee member Any other person e.g. witness to an incident Abuse or safety-related misconduct Current or historical disclosures of abuse or harm WHAT TO REPORT? Current or historical allegations, suspicions or observations Breach of the Code of Conduct IF YOU SEE SOMETHING SAY SOMETHING Verbal report in person or by telephone HOW? Written report via email or mail If you feel comfortable and it s appropr ate todo so, report the matter to a person in a leadership position within the school, as they can assist and support you to make a report. All reports are to be directed to: WHO TO? Brunswick Sinhala Language School Phone: +61 4 4885 2839 Email: sinhalaschool@hotmail.com Or you can contact Victoria Police directly. Remember! Always call 000 if a child or adult is in immediate danger. The Brunswick Sinhala Language School will: Offer support to the person(s) involved Intiate risk management processes to ensure the safety of the person and others, clarify the nature of the complaint **STEP** and commence disciplinary processes **WHAT HAPPENS NEXT?** with legal requirements and duty of care assoon as



possible e.g. Child Protection, Victoria Police

Wait for clearance from authorities before starting an investigation

Report the matter to regulatory bodies (if applicable) e.g. Commission for Children for Children and Young People

