



Allegations of child abuse or child safety concerns

Contractor / Staff Member / Volunteer

**You MUST report all incidents, suspicions
and
disclosures of Child Abuse or Child Safety
concerns**

Be aware that all employees have the right and obligation to mandatory report to DHHS.

Discuss Confidentially with the Principal, Assistant Principal,
Wellbeing Coordinator or Standing Tall Coordinator

Together complete

Child Safety Incident Report
(O-Drive / General Share/ Child Safety)

Together with Principal Class
/ Wellbeing Coordinator

DHHS
(Dept. Of Health and
Human Services)

PCOs must be notified if a report is to
be made

Child First

Wellbeing Coordinator
makes report

Victoria Police

Record of action taken and placed on Xuno in confidential notes

Feedback and support given to the reporter if appropriate