

CHILD PROTECTION STANDARDS

A Framework for Marist Association of St Marcellin Champagnat



Approved by the Council of the Marist Association of St Marcellin Champagnat (Australian Conference) on 23 June 2016.

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EXECUTIVE OFFICER

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1. INTRODUCTION

The Marist Association of St Marcellin Champagnat (the “Association”) has introduced Child Protection Standards (the “Marist Standards”) to enhance the way that the Association prevents and responds to child abuse. The Marist Standards aim to develop further a culture in each of the Association’s corporate services and works wherein protecting children from abuse is embedded in the everyday thinking and practice of leaders, staff and volunteers.

The Marist Standards are designed to:

- prevent child abuse;
- enhance a culture of awareness regarding child abuse and child protection;
- promote the empowerment of children so that they feel safe and protected from harm;
- encourage and facilitate reporting of any child abuse that does occur; and
- improve responses to any allegations of child abuse.

The Marist Standards are consistent with the essential principles which govern the approach to child protection in all the Association’s undertakings. The Gospel imperatives of truth, justice, compassion, liberty and reconciliation underpin the Marist Standards. They are sourced in the conviction that the rights of children and young persons need to be promoted and protected, that they are all to be treated equally with love and respect, and that their personal dignity is not to be compromised. The Association is committed to nurturing the wellbeing of all children and young people in its care, respecting their dignity, ensuring their safety, and protecting them from harm, exploitation and abuse.

1.1 Background to the Marist Standards

Each State and Territory in Australia has its own child protection laws and regulations, many of which have been developed in a relatively ad-hoc fashion over time in response to various commissions and inquiries. For organisations such as MSA, which provide services to children in multiple jurisdictions, the disjointed and inconsistent nature of Australia’s child protection laws requires compliance with a complex matrix of obligations. This complexity is exacerbated by the frequent ongoing changes to child protection laws in the various States and Territories of Australia.

The Royal Commission into Institutional Responses to Child Sexual Abuse and the Victorian Betrayal of Trust Inquiry have highlighted that, as well as the multiplicity of child protection laws in Australia, historically there have been inadequate and inconsistent approaches to child protection in many organisations. In response to these inadequacies and inconsistencies the Victorian Government has introduced a set of “Child Safe Standards” specifically designed to improve the way organisations that provide services for children, prevent and respond to child abuse. The central focus of the Victorian Child Safe Standards is to embed child protection within organisations through cultural change.

The Victorian Child Safe Standards provide excellent guidance with respect to top-down principles for embedding child protection. They do so, however, without reference to the specific legal obligations arising from Victoria’s child protection laws which cover such matters as “Mandatory Reporting” and “Working with Children Checks”.

In New South Wales, there have been changes to the Education Act to improve the effectiveness and transparency of the governance of schools. Other States and Territories have also taken initiatives to improve the safety of institutions for children and to strengthen and clarify the expectations of those who manage and govern them.

The Marist Standards have been developed by drawing on best-practice procedures across various jurisdictions for ensuring child-safe schools and effective governance assurance. They have been informed in particular by:

- The Victorian Child Safe Standards (introduced in 2016);
- Governance standards for non-government schools in New South Wales (contained in the Education Act 1990, as amended 2014);
- Child protection laws in each Australian State and Territory;
- Catholic Church protocols and requirements; and
- Marist Schools Australia internal governance requirements.

1.2 Scope & Application

The Marist Standards apply to all staff, volunteers and designated contractors within the Association’s offices, institutions and programmes, excluding Marist Schools Australia and Marist Youth Care each of which is covered by its own specific policy frameworks.

Whilst compliance with the Marist Standards is compulsory, the obligations described are principle-based and designed to apply in a flexible way. For clarity, because the Association’s offices, institutions and programmes operate across different jurisdictions and engage in different types of activities, it is not appropriate, or indeed possible, to take a “one-size-fits-all” approach. Rather, it is recognised that each office, institution and programme is required to comply with its obligations which vary according to its location and the nature of its operations and services.

To assist individual offices, institutions and programmes to comply with the Marist Standards, this document:

- provides the rationale for each Standard;
- provides direction and guidance to assist each school achieve compliance; and
- outlines concrete evidence would need to be able to be provided to demonstrate that the Standard has been successfully met.

1.3 Association Governance Structure

All of the Association's offices, institutions and programmes fall under the authority of the Trustees of the Marist Brothers ("the Trustees"), a body corporate under the NSW Roman Catholic Church Communities Land Act (1942). The Trustees have delegated to the Council of the Australian Conference of the Association of St Marcellin Champagnat all oversight and governance of the Association's activities. The Association executes its governance responsibilities through the Executive Officer of the Association Council.

With respect to child protection matters, policies for the Association's offices, institutions and programmes – including the Marist Standards – are approved and reviewed by the Association Council. In this, the Council receives advice from an expert advisory committee of the Council – its Professional Standards Committee.

The Executive Officer of the Council is the responsible person for ensuring there is sufficient evidence to show that the Marist Standards are being met in each of the Association's offices, institutions and programmes. Where there is a local leader, director, or coordinator of a particular area of activity of the Association, then the Executive Officer has effective means for liaising with that person to ensure that the Marist Standards are being implemented.

The Executive Officer is responsible to be informed, in transparent and effective ways, of all child protection incidents that may occur in each office, institution or programme from time to time, and which involve Association personnel and/or occurs between children in the Association's care. Summary reports of such incidents are passed onto the Professional Standards Committee for periodical review. The Association Council is responsible for satisfying itself from a governance perspective that the Marist Standards are being implemented by each of the Association's offices, institutions and programmes.

The Marist Standards apply to:

- Marist Centre Sydney, Marist Centre Melbourne, Marist Centre Brisbane, and any persons or programmes directly linked with any of these Centres;
- Marist Youth Ministry, and any programmes or events organised by Marist Youth Ministry, other than those which exclusively involve children from MSA schools in which case the MSA Standards apply;
- Australian Marist Solidarity, and any programmes or events organised in Australia or with Australians by Australian Marist Solidarity, other than those which exclusively involve children from MSA schools in which case the MSA Standards apply;
- The Hermitage, Mittagong;
- Any other service, institution or programme that may be established by the Association, and which is not covered by the policy framework of Marist Schools Australia or Marist Youth Care.

CHART OF RESPONSIBLE PERSONS

<i>People with responsibility concerning the Marist Standards</i>	<i>Child Protection Responsibilities</i>	<i>Reports to</i>	<i>Advised by</i>
Association Council	<ul style="list-style-type: none"> ▪ Approval and review of Marist Standards ▪ Governance-level assurance of implementation of Marist Standards 		<ul style="list-style-type: none"> ▪ Executive Officer of the Association ▪ Professional Standards Committee
Executive Officer of the Association	<ul style="list-style-type: none"> ▪ Audit of development and implementation of Marist Standards ▪ Development and implementation of Child Protection Programme for Marist Centres ▪ Implementation of Marist Standards for Marist Centres ▪ Management of Child Protection incidents for Marist Centres 	Association Council	<ul style="list-style-type: none"> ▪ HR Manager for the Association ▪ Professional Standards Officer for the Province
<ul style="list-style-type: none"> ▪ CEO of Australian Marist Solidarity ▪ National Coordinator of Marist Youth Ministry ▪ Director of The Hermitage 	<ul style="list-style-type: none"> ▪ Development and implementation of Child Protection Programme for respective areas ▪ Implementation of Marist Standards for respective areas ▪ Management of Child Protection incidents for respective areas 	Executive Officer of the Association	<ul style="list-style-type: none"> ▪ Board of AMS (for Marist Solidarity) ▪ MYM Reference Group (for MYM) ▪ Hermitage Board of Management (for the Hermitage)
<ul style="list-style-type: none"> ▪ Staff ▪ Direct Contact Volunteers and Contractors 	<ul style="list-style-type: none"> ▪ Knowledge of Marist Standards ▪ Ongoing training in implementation of Marist Standards ▪ Mandatory reporting 	<ul style="list-style-type: none"> ▪ Coordinator or Director (for MYM, MSol and Hermitage) ▪ Executive Director (for Marist Centres) 	

1.4 Monitoring & Compliance

The focus of the Marist Standards is to embed a culture that protects children from abuse, and which is part of everyday thinking and practice within the Association's offices, institutions and programmes.

It is the responsibility of the Executive Officer to ensure that at least on an annual basis that all offices, institutions and programmes:

- complete a Child Protection Risk Self-Assessment Survey designed to test levels of compliance with these Marist Standards as well as with relevant laws and regulations in the jurisdictions within which they operate; and
- provide an attestation of compliance with the Marist Standards as well as with relevant laws and regulations in the jurisdictions within which they operate.

Results of all Risk Self-Assessment Surveys are reviewed by the Executive Officer, on the advice of the HR Manager. Where material areas of non-compliance are apparent the Executive Officer ensures that appropriate corrective action is undertaken. Compliance with the Marist Standards is also externally audited by methods prescribed by the Executive Officer from time to time.

1.5 Adopting a Definition of Child Abuse

The definition of child abuse and the different legal obligations with respect to reporting child abuse vary among Australian States and Territories. To simplify the process of compliance with local laws and avoid conflict or confusion it is an Association requirement that Association offices, institutions and programmes, at minimum, adopt the legal definitions that apply in the jurisdictions in which they are working with children.

1.6 Application of the Marist Standards to Volunteers

A volunteer is a person who works without payment or financial reward for the Association or one of its works. They make considerable contributions to the Marist community by giving their time and sharing their skills and expertise with others. They range from board members to those who volunteer for involvements such as group leader, musician, mentor, driver, chaplain, or intern.

The laws relating to screening volunteers vary among the States and Territories, however in general they distinguish between "direct contact volunteers" who are subject to Working with Children Check requirements and "indirect contact volunteers" who are not.

It is an Association requirement that, at minimum, there be screening of volunteers as required by law in the applicable jurisdiction.

Within the Marist Standards, "direct contact volunteers" means volunteers who are subject to Working with Children Check requirements (or equivalent) in the applicable jurisdiction. Where the term "volunteer" is used, it captures both "direct contact volunteers" and "indirect contact volunteers".

1.7 Application of the Marist Standards to Contractors

A contractor is a person who performs work for financial reward for an office, institution or programme of the Association but is not an employee. Contractors may undertake various tasks from maintenance and building work to such services as consulting, counselling, guest speaking, leading workshops, providing ordained ministry.

In some jurisdictions there is a legal requirement to screen certain types of contractors. For example, in New South Wales, persons employed as school cleaners are required to be screened. Whilst it is highly dependent on the nature of the work that a contractor is performing, there may also be situations where contractors have direct unsupervised contact with children during the normal course of their work.

In the Marist Standards these contractors are referred to as “direct contact contractors”:

- those who have direct unsupervised contact with children during the normal course of their work;
- those who may be in a position to establish a relationship of trust with children notwithstanding that unsupervised access to children would be rare;
- any contractors who are legally required to be screened.

Standard 6 (Contractor Management Practices) is designed to mitigate potential child protection risks associated with “direct contact contractors”.

2. THE MARIST STANDARDS

The Marist Standards are:

- Standard 1:* Compliance with Child Protection Laws
- Standard 2:* Strategies to Embed a Child Protection Culture
- Standard 3:* A Child Protection Policy
- Standard 4:* A Child Protection Code of Conduct
- Standard 5:* Staff and Volunteer Management Practices
- Standard 6:* Contractor Management Practices
- Standard 7:* Responding to and Reporting Allegations of Suspected Child Abuse
- Standard 8:* Strategies to Identify and Reduce or Remove Risks of Child Abuse
- Standard 9:* Strategies to Promote Child Empowerment and Participation
- Standard 10:* Catholic Church Protocols and Requirements
- Standard 11:* Marist Protocols and Requirements

2.1 Standard 1: Compliance with Child Protection Laws

Description

Each office, institution or programme of the Association has policies, procedures and work practices in place to ensure continuous compliance with the child protection laws and regulations in the jurisdiction within which it operates.

Rationale

Each State and Territory in Australia has its own child protection laws and regulations. Compliance with applicable child protection laws and regulations is a minimum requirement for ensuring that a child protection culture is embedded in each office, institution or programme of the Association.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association is compliant with child protection laws and regulations in the State or Territory within which it operates. Evidence of meeting this Standard would be demonstrated by:

- having policies and procedures that are consistent with State or Territory legislation and regulations;
- conducting child protection training courses that explain legal and regulatory requirements;
- keeping records of child protection training completed by staff & direct contact volunteers; and
- maintaining child abuse incident investigation files.

2.2 Standard 2: Strategies to Embed a Child Protection Culture

Description

Each office, institution or programme of the Association has strategies to embed and enhance a culture of child protection.

Rationale

Whilst there are some common strategies that may be adopted, each office, institution or programme of the Association has some particularities and must develop and implement strategies to embed or improve on a culture of child protection that meet its own circumstances.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association has clear strategies for embedding or improving on a culture of child protection. Evidence of meeting this Standard would be demonstrated by:

- allocating roles and responsibilities such as child protection officers (or similar), who are appropriately trained and supported, to promote a child protection culture, and to effectively manage child abuse incidents that occur;
- providing induction training to all staff, direct contact volunteers and direct contact contractors regarding professional boundaries in adult/child interactions, and recognising and responding to child abuse;
- providing induction training and refresher training to all staff in relation to mandatory reporting requirements in their jurisdiction;
- providing adequate training to child protection officers, or equivalently named personnel, for the discharge of their responsibilities;
- maintaining adequate records of child protection issues and responses to child protection incidents;
- developing and implementing strategies to embed or improve on a culture of child protection that meet its own circumstances;
- periodically reviewing the effectiveness of strategies and, if considered appropriate, revising those strategies.

2.3 Standard 3: A Child Protection Policy

Description

Each office, institution or programme of the Association has a published child protection policy.

Rationale

A child protection policy is a document that summarises the key elements of an office, institution or programme of the Association's approach and commitment to child protection. Such a policy influences organisational culture by providing an overarching set of values, principles and standards of behaviour. These guide the development of other organisational policies and procedures that aim to protect children from abuse. Public statements or policies on child protection help raise awareness about the importance of child safety among personnel. A properly constructed child protection policy supports, encourages, and assists staff, volunteers, contractors and children to understand, identify and discuss child safety issues and, where appropriate and in the right context, disclose incidents of suspected child abuse.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association demonstrates a commitment to child protection, raising awareness with respect to child protection issues and assist in the reporting of child abuse incidents. Evidence of meeting this Standard would be demonstrated by:

- having a child protection policy with a set of values, principles and standards of behaviour designed to guide the development of its policies, procedures and work-practices;
- being able to demonstrate adherence to this child protection policy; and
- publishing of the child protection policy on its public website and staff intranet.

2.4 Standard 4: A Child Protection Code of Conduct

Description

Each office, institution or programme of the Association has a code or codes of conduct that provide all staff, direct contact volunteers and direct contact contractors with clear principles about how they discharge their professional responsibilities and how they interact with children.

Rationale

Codes of conduct establish clear behaviour expectations and boundaries for personnel interacting with children and assist in the development of a child protection culture.

Implementation Outcomes

Successful implementation of this Standard should ensure that appropriate behaviour with children is clearly defined, accessible, understood and accepted by staff, volunteers, contractors and children. Evidence of meeting this Standard would be demonstrated by:

- having a code or codes of conduct that set out clear and specific standards of conduct for working with children in different situations;
- ensuring training for all staff, direct contact volunteers and direct contact contractors with respect to relevant codes of conduct; and
- publishing relevant codes of conduct on the website and staff intranet.

2.5 Standard 5: Staff and Volunteer Management Practices

Description

Each office, institution or programme of the Association implements human resources policies and work practices (such as screening during recruitment, supervision and training) that reduce the risk of child abuse by staff and direct contact volunteers.

Rationale

“Working with Children Checks” (or equivalent) are required in all Australian States and Territories. They provide an effective screening tool when hiring new staff and direct contact volunteers and are an effective monitoring tool on an ongoing basis. “Working with Children Checks” are a base-line requirement that should be complemented by other essential human resources policies and work practices.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association has robust human resources policies and work practices in place to support its child protection strategies and to embed or improve on a culture of child protection at all levels of the school. Evidence of meeting this Standard would be demonstrated by:

- adopting child-safe practices when recruiting of staff and volunteers who will have direct contact with children, such as:
 - statements of commitment to keeping children safe in advertising;
 - ensuring personnel involved in recruiting have experience and knowledge about child protection and best practice;
 - asking specific questions during interviews to elicit attitudes and values in relations to the protection of children;
 - having a clear statement on the duties and responsibilities with respect to child protection for each position or role that involves direct contact with children; and
 - ensuring all applicants for jobs that involve child-connected work are informed about the Association’s child protection practices (including the child protection policy and relevant code of conduct);
- undertaking further screening of all staff (including casual staff) and direct contact volunteers in addition to relevant “Working with Children Checks” (or equivalent) including:
 - proof of identity and any professional or other qualifications;
 - the person’s history of work involving children; and

- references that address the person’s suitability for the job and working with children;
- ensuring that appropriate supervision or support arrangements are in place in relation to:
 - the induction of new staff and direct contact volunteers into the Association’s policies, codes, work practices and procedures governing child protection and child-connected work; and
 - monitoring and assessing a job occupant’s continuing suitability for child-connected work; and
- implementing work practices that enable those in supervision to be satisfied that people engaged in child-connected work perform appropriately in relation to child safety.

2.6 Standard 6: Contractor Management Practices

Description

Each office, institution or programme of the Association implements policies and work practices (such as screening during recruitment, supervision and training) that reduce the risk of child abuse by a direct contact contractor.

Rationale

Direct contact contractors are in a similar position to staff in child-related work in that they may have direct unsupervised contact with children during the normal course of their work, or are otherwise in a position to establish a relationship of trust with a child notwithstanding that unsupervised access to children could be rare. In this circumstance, their appointment, induction and ongoing supervision with regard to child protection should be carried out to the same standard.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association has robust contractor management policies and work practices in place to support its child protection strategies and to embed or improve on a culture of child protection. Evidence of meeting this Standard would be demonstrated by:

- ensuring each job or category of jobs for direct contact contractors has a clear statement relating to the contractors' duties and responsibilities with respect to child protection;
- ensuring applicants for direct contact contractor work are informed about the Association's child protection practices (including the child protection policy and relevant code of conduct);
- requiring further screening of all direct contact contractors, in addition to completing "Working with Children Checks" (or equivalent), such as:
 - proof of identity and any professional or other qualifications;
 - relevant history of work involving children; and
 - referee checks that address the person's suitability for the job and working with children;
- having procedures for appropriate supervision or support arrangements in relation to:
 - the induction of new direct contact contractors into the Association's policies, codes, work practices and procedures governing child protection and child-connected work; and
 - monitoring and assessing a job occupant's continuing suitability for child-connected work; and
- implementing work practices that enable those in supervision of contractors to be satisfied that contractors engaged in child-connected work, perform appropriately in relation to child safety.

2.7 Standard 7: Responding to and Reporting Allegations of Suspected Child Abuse

Description

Each office, institution or programme of the Association has clear policies and procedures for responding to allegations of suspected child abuse.

(This Standard deals with the policies and procedures that are to be in place to respond internally to allegations of child abuse and report allegations to external authorities and agencies in accordance with the laws and regulations of the applicable State or Territory. Standards 10 and 11 deal with additional reporting protocols of the Catholic Church and the Association.)

Rationale

Policies and procedures for reporting and responding to suspected child abuse should be clear and comprehensive. This is to encourage staff, volunteers, contractors and children to report any suspected child abuse through appropriate internal channels such as the nominated child protection officer (or similar). Those with leadership of offices, institutions and programmes of the Association need to be made aware of any allegations of abuse or child safety concerns and staff must be supportive to children, families and staff who have reported or witnessed abuse or have a child safety concern.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association has established and effectively implemented a robust set of policies and procedures for responding to and reporting suspected child abuse. Evidence of meeting this Standard would be demonstrated by:

- there being policies and procedures for responding to and reporting allegations of suspected child abuse that are:
 - sensitive to the diversity characteristics of particular children (including Aboriginal and Torres Strait Islander families, families of children from culturally and/or linguistically diverse backgrounds and people with disabilities);
 - made publicly available; and
 - accessible to children, staff and, where relevant, the wider community.
- there being procedures that:
 - cover all forms of child abuse as defined in the child protection laws and regulations that apply in the applicable State or Territory;
 - apply to allegations or disclosures of child abuse made by or in relation to a child, staff, volunteers, and contractors, regardless of when these actions are alleged to have taken place; and

- identify the position of the person or people who are responsible for:
 - promptly managing the response to an allegation or disclosure of child abuse, and ensuring that the allegation or disclosure is taken seriously;
 - responding appropriately to a child who makes or is affected by an allegation of child abuse;
 - monitoring overall compliance with this procedure; and
 - managing an alternative procedure for responding to an allegation or disclosure if the person or people allocated primary responsibility cannot perform their role due to conflict of interest or otherwise.

- including a statement that to fulfil the roles and responsibilities in the procedure does not displace or discharge any other obligations that arise if a person reasonably believes that a child is at risk of abuse;

- clearly describing the actions to be taken to respond to an allegation of child abuse, including actions to:
 - inform appropriate authorities about the allegation (including mandatory reporting and reportable conduct of staff, volunteers and contractors);
 - inform the child’s parents/carers as appropriate and as soon as practicable unless the allegation involves their behaviour;
 - protect any child connected to the alleged child abuse until the allegation is resolved;
 - make, secure, and retain records of the allegation of child abuse and the Association’s response to it; and

- specifying there is nothing in place that:
 - prohibits or discourages staff, volunteers or contractors from reporting an allegation of child abuse to an appropriately authorised person;
 - states or implies that it is the victim’s responsibility to inform the policy or other authorities of the allegation;
 - requires staff to make a judgement about the truth of the allegation of child abuse; or
 - prohibits staff from making records in relation to an allegation or disclosure of child abuse.

2.8 Standard 8: Strategies to Identify and Reduce or Remove Risks of Child Abuse

Description

Each office, institution or programme of the Association takes a risk-based approach to child protection by identifying and considering their child protection risks. This is based on a range of factors including the nature of their activities with children, physical and on-line environments and the characteristics of the children to whom they provide services. It includes “business as usual” risks as well as risks posed by specific activities such as camps, tours or excursions. Where risks are identified, measures are instituted to reduce or remove them.

Rationale

Risk management is a core responsibility in the duty of care to protect children as well as a legal obligation with respect to workplace health & safety. By taking a risk management approach to child protection the Association can better target its use of resources and build a stronger, more effective, child protection culture.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association is taking a proactive approach for identifying and effectively controlling its situational child protection risks. Evidence of meeting this Standard would be demonstrated by:

- taking a proactive approach to identifying risks of child abuse occurring in various environments (on-line, camps, tours, cultural, immersions, excursions, coaching etc.);
- recording the risks in a risk register;
- assessing the risks with regard to the likelihood of the risk event occurring and the potential consequences if it was to occur;
- taking steps to reduce or remove the risks;
- regularly reviewing the overall effectiveness of the risks controls that have been implemented; and
- ensuring that child protection training is provided to all staff at least annually.

2.9 Standard 9: Strategies to Promote Child Empowerment and Participation

Description

Each office, institution or programme of the Association has simple and accessible age-appropriate processes that help children understand what to do if they want to report abuse, inappropriate behaviour or concerns about their safety. All staff and volunteers are to have an awareness and acceptance of child rights and adult responsibilities with respect to child abuse.

Rationale

Children need to feel safe and comfortable in reporting concerns or allegations of child abuse. Children may not report abuse because they feel uncomfortable or because they do not know how to raise their concerns, or allegations of abuse. High levels of awareness and simple and accessible processes are required to ensure that children are empowered and participate effectively in reporting abuse, inappropriate behaviour or concerns about their own safety or the safety of their friends.

Implementation Outcomes

Successful implementation of this Standard should empower children and allow them comfortably to report any concerns or allegations of child abuse that they may have. Evidence of meeting this Standard would be demonstrated by:

- providing children with age appropriate education about:
 - what child abuse is;
 - a child’s right to make decisions about their body and their privacy;
 - the fact that no one has a right to injure them; and
 - how they can raise concerns about abuse.
- ensuring information and processes for reporting concerns are accessible to all children including those from culturally diverse backgrounds and those with disabilities;
- training relevant staff on methods of empowering children and encouraging children’s participation; and
- gathering feedback from children about whether they would feel safe and be taken seriously if they were to raise concerns, and implement improvements based on this feedback.

2.10 Standard 10: Catholic Church Protocols and Requirements

Description

Each office, institution or programme of the Association complies with relevant requirements of the Catholic Church in respect of child protection and cooperates with relevant Catholic Church agencies.

Rationale

The Association pursues its purposes in the name of the Catholic Church. The Marist Brothers and the Marist Association of St Marcellin Champagnat adhere to the protocols adopted by the Catholic Church, namely:

- **Integrity in Ministry** (Principles and Standards for Catholic Clergy and Religious Australia)
- **Integrity in the Service of the Church** (Principles and Standards for lay workers in the Catholic Church in Australia)
- **Towards Healing** (Principles and Procedures in responding to complaints against personnel of the Catholic Church of Australia)

From time to time, the Catholic Church, through its various national, State and Territory-based, and diocesan agencies and offices, develop policies, protocols and procedures with respect to child protection. The Association collaborates with these offices and agencies to meet its responsibilities.

Implementation Outcomes

Successful implementation of this Standard should ensure that each office, institution or programme of the Association is compliant with all relevant requirements of the Catholic Church in respect of child protection and cooperates with relevant Catholic Church agencies. Evidence of meeting this standard would be demonstrated by:

- ensuring that relevant Church requirements are incorporated into the child protection programme that has been developed;
- providing training for staff and volunteers in any Catholic Church-determined policies, protocols or procedures that may be additional to other legal requirements on them; and
- cooperating with offices and agencies of the Church which have responsibilities with respect to child protection.

2.11 Standard 11: Marist Protocols and Requirements

Description

The Association is assured that each of its offices, institutions and programmes complies with all relevant State, Territory and Federal Government legislation, the requirements set out in the Marist Standards, and relevant requirements of the Catholic Church and the Marist Association of St Marcellin Champagnat.

Rationale

The Association Council requires assurance from each office, institution or programme of the Association on the overall effectiveness of its child protection programme and child abuse incidents, either current or historical. The Executive Officer has a responsibility for ensuring this.

Implementation Outcomes

Successful implementation of this Standard should provide governance assurance on the overall effectiveness of the child protection programme established and implemented within each office, institution or programme of the Association and ensure that all reportable matters are brought to the attention of the Association. Evidence of meeting this Standard would be demonstrated by:

- the Executive Officer:
 - approving the child protection programme which operates in each office, institution or programme of the Association;
 - ensuring that appropriate risk assessments are undertaken for child-related activities;
 - annually conducting an internal audit of the implementation of the Marist Standards across the offices, institutions and programmes of the Association;
 - annually submitting a written report to the Professional Standards Committee of the Association Council on the overall effectiveness of the child protection programmes across the offices, institutions and programmes of the Association; and
 - submitting a summary to the Professional Standards Committee of reportable incidents received from any office, institution or programme of the Association.

- the CEO of AMS, the National Coordinator of MYM, and the Director of the Hermitage:
 - notifying the Executive Officer as soon as reasonably practicable (and in any event within 12 hours) of their becoming aware of a child abuse incident (either current or historical) that relates to abuse, or potential abuse, by a member of staff (including employees, volunteers, brothers or interns), this notification being provided in the manner and form prescribed by the Executive Officer from time to time;
 - undertaking an annual risk assessment of the overall effectiveness of the child protection programme, by methods prescribed by the Executive Officer, and submitting this risk assessment to the Executive Officer;
 - providing an annual Attestation of Compliance with the Marist Standards, by a form prescribed by the Executive Officer, and submitting this to its Regional Director; and
 - submitting to, and actively co-operating with, any audit (either internal or external) directed by the Executive Officer from time to time.