

# Child Protection Officer Role Statement



Developed June 2016

The Child Protection Officer at Sacred Heart School, Casterton is Evan Wrobel.

The Role of Child Protection Officer includes:

1. Attend briefings around Child Safe Standards
2. Inform staff of Standards
3. Plan/facilitate/ensure training for staff and delegate various responsibilities to appropriate staff
4. Using the VRQA Readiness tool as a guide, review school policies and procedures to ensure they are consistent with standards
5. Rewrite school policies where needed to reflect standards, including e-policies ie. Social Media Policy and Digital Technology Policy
6. Ensure all school staff, including teachers, complete Mandatory Reporting online training by end of term 1 (see circular in 5 February 2016: Catholic Online Mail for Schools (COMS)).