

DESKTOP GUIDE TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS

The Australian Government endorsed the [National Principles for Child Safe Organisations](#) in 2019. The National Principles reflect 10 Child Safe Standards as recommended by the Royal Commission into Institutional Responses to Child Sexual Abuse.

Following the review of the National Quality Framework (NQF) changes have been introduced in October 2023 to respond to some specific gaps in child safety identified in the review. New requirements under the Education and Care Services National Regulations (Reg. 84, 149, 168) help Services embed the National Principles for Child Safety into their organisation and operations.

This guide has been developed to support Services understand their obligations and implement a child safe culture and child safe strategy within their Service. *Childcare Centre Desktop* offer multiple resources, listed in further detail below, to support Services assess and review existing practices, policies and procedures.

Requirements for the implementation of the recommended National Principles/Child Safe Standards in each state or territory differ. For detailed information refer to state specifics outlined below.

IMPLEMENTATION OF THE NATIONAL PRINCIPLES/CHILD SAFE STANDARDS

The effective implementation of the National Principles/Child Safe Standards involves a process of assessing and reviewing current policies, procedures and practices against each standard, whilst identifying and implementing actions to foster and promote a child safe culture. Continuous monitoring and review of operations ensure that the child safe culture of the Service remains dynamic and responsive, continuing to adapt and respond to the needs and challenges of the Service.

KEY COMPONENTS OF BUILDING A CHILD SAFE CULTURE

- Understanding the importance of a child-focused culture
- Establishing clear policies and procedures for child safety and wellbeing
- Promoting the participation and empowerment of children and young people
- Providing support for staff to understand and implement child safe practices
- Ensuring a commitment to continuous improvement

NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS	
National Principle 1: Child Safe Culture	Child safety and wellbeing is embedded in organisational leadership, governance and culture
National Principle 2: Child Participation	Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
National Principle 3: Stakeholder Engagement	Families and communities are informed and involved in promoting child safety and wellbeing
National Principle 4: Equity And Diversity	Equity is upheld and diverse needs respected in policy and practice
National Principle 5: Recruitment	People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
National Principle 6: Complaints Handling	Processes for complaints and concerns are child-focused
National Principle 7: Education And Training	Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
National Principle 8: Risk Management	Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed
National Principle 9: Review And Improvement	Implementation of the National Child Safe Principles is regularly reviewed and improved
National Principle 10: Policies And Procedures	Policies and procedures document how the organisation is safe for children and young people

Source: [Child Safe Organisations: National Principles](#) Error! Bookmark not defined.

NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS		
To assist and support Services embed the National Principles or the Child Safe Standards, Childcare Centre Desktop has designed key resources to implement child safe practices and promote a child safe culture across all areas of Service operations Victoria.		
NAME OF RESOURCE	RESOURCE DESCRIPTION	DESKTOP LIBRARY LOCATION
Child Safe Environment Policy	The Education and Care National Regulations require Services to uphold and maintain a <i>Child Safe Environment Policy</i> to minimise risk of harm and hazard to enrolled children. Our <i>Child Safe Environment Policy</i> is designed to promote a culture of child safety and wellbeing, including guidelines covering the safe use of online environments. The <i>Child Safe Environment Policy</i> aligns with the requirements of the National Principles for Child Safe Organisations supporting Services to establish an environment that promotes the safety and wellbeing of children and young people. This assists children and young people to feel safe, respected, valued and encouraged to reach their full potential.	QA2 Policy Library
Child Safe Environment Procedure	By having a <i>Child Safe Environment Procedure</i> in place, Services can establish a clear framework for staff, educators, visitors and volunteers to create a child safe environment and culture, incorporating proactive measures to assist to prevent potential harm or abuse for children enrolled at the Service.	Resources > Procedures
Child Protection Policy	The <i>Child Protection Policy</i> has been drafted to provide direction and guidance to staff and educators in relation to child protection. Policies are provided for each state and territory to ensure compliance of reporting requirements. This policy supports Services to embed the National Principles for Child Safe Organisations and promote a child safe culture to minimise the risk of harm or abuse to children, whilst promoting children's sense of security and belonging.	QA2 Policy Library
Code of Conduct Policy	A <i>Code of Conduct Policy</i> provides guidelines to establish a common understanding of workplace standards and ethics expected from all employees, visitors, students and volunteers. The <i>Code of</i>	QA2 Policy Library

	<i>Conduct Policy</i> is designed to be clear and easily understood, facilitating a commitment of the standards of conduct and appropriate behaviour expected.	
Code of Conduct (Staff Acknowledgement)	By signing the <i>Code of Conduct (Staff Acknowledgement)</i> , employees acknowledge that they have read, understood and accepted the expectations and guidelines outlined within the <i>Code of Conduct</i> and <i>Code of Conduct Policy</i> for the Service.	Resources > Forms
Child Safe Commitment Statement	We are required to make a public commitment to child safety as part of our compliance with the safe standards. A <i>Commitment to Child Safety and Wellbeing Statement</i> draft is provided to inform the public community that your Service prioritises the safety of children and will not tolerate child abuse and harm.	Resources > Forms
Child Safe Standards Checklist	The <i>Child Safe Standards Checklist</i> is an optional tool to be used to review and reflect upon current practices and processes to determine compliance of minimum requirements of the Child Safe Standards. The checklist can be used as an audit to check practices, policies and procedures the Service currently has in place.	Resources > Checklists
Child Safe Standards Action Plan	Following the completion of the <i>Child Safe Standards Checklist</i> the Service may develop a <i>Child Safe Action Plan</i> to record and document their journey to creating a child safe culture. The <i>Child Safe Action Plan</i> can be used as a tool to support the QIP to document and record further actions required to ensure ongoing compliance with the Child Safe Standards.	Resources > Forms
Child Safe Risk Assessment	The <i>Child Safe Risk Assessment</i> promotes a culture of continuous improvement. The risk assessment assists Services to identify child safety-related risks, documenting corresponding actions (control measures) to be taken to minimise or control any risk of harm or abuse to children attending the Service.	Resources > Forms

STATE/TERRITORY REQUIREMENTS

VICTORIA (VIC)

Our policies and resources for Victoria align with official resources provided by the Commission for Children and Young People and Department of Education Victoria.

- [Commission for Children and Young People- VIC](#)
- [A guide for creating a Child Safe Organisation](#)

ECEC Services located within VIC must adhere to the mandatory 11 Child Safe Standards established under the *Child Wellbeing and Safety Act 2005 (Vic)*. The Commission for Children and Young People, in collaboration with the Department of Education Quality Assessment and Regulation Division (QARD), oversee and monitors compliance with these standards for Services located in VIC.

To demonstrate compliance of the *Child Wellbeing and Safety Act*, Services are required to provide evidence of meeting compliance indicators outlined in the Guide to Creating a Child Safe Organisation. This evidence includes the development of the following resources to provide evidence of meeting the compliance indicators:

Child Safe Policies; a public commitment to child safety including a commitment to the cultural safety of Aboriginal children; Code of Conduct; compliant handling policy and processes; employment and recruitment resources; induction and training resources; risk assessments for creating a child safe organisation.