

Child Safe Statement of Commitment

AGA is committed to the safety of children for which we have responsibility for as part of our operations. Children have the same right to a safe training and work environment as other people in our workplaces.

While our commitment to the care and supervision of young people includes children, we also acknowledge our obligations under the Victorian Child Safe Standards.

Purpose

Its purpose is to guide the design and implementation of AGA policies, procedures and practices with the aim of protecting children from abuse.

This statement provides an overview of the key principles of AGA's approach to child safety and their protection from abuse.

AGA and its Board:

- Have a zero tolerance for child abuse
- Is committed to acting in the best interests of children
- Promotes cultural safety for children from indigenous and culturally and/or linguistically diverse backgrounds
- Have systems in place to protect children from abuse
- Works towards informing and empowering children
- Is committed to providing a safe environment for children
- Will take any allegations of abuse seriously and respond to them promptly in line with organisational procedures

Scope

This statement is applicable to all AGA staff members and other relevant parties engaged in child-connected work. Staff and relevant parties are individuals employed or contracted as full-time, part-time or on a casual basis by AGA.

Child Abuse

For the purpose of this statement, abuse constitutes any act committed against a child involving the categories below:

Physical violence - occurs when a child suffers or is likely to suffer significant harm from a non-accidental injury or injuries inflicted by another person.

Sexual offences - occur when a person involves the child in sexual activity, or deliberately puts the child in the presence of sexual behaviors that are exploitative or inappropriate to their age and development.

Serious emotional or psychological abuse - occurs when harm is inflicted on a child through repeated rejection, isolation, derogation, teasing or by threats of violence.

Serious neglect - is the continued failure to provide a child with the basic necessities of life, such as food, clothing, shelter, hygiene, medical attention or adequate supervision, to the extent that the child's health, safety and/or development is, or is likely to be jeopardised. Serious neglect can also occur if adequate measures are not taken to ensure the safety of a child exposed to dangerous or life threatening situations.

Roles and Responsibility

The Board has a responsibility to monitor the adherence and appropriateness of the organisation's policies and procedures for protecting children from abuse.

The CEO is responsible for promoting an organisational culture and implementing policies and procedures that aim to protect children from abuse.

General Managers have a responsibility to raise awareness of the importance of child safety at AGA and in the community that we operate. They have a defined role and responsibility for providing information and advice in relation to child safety and managing inquiries, concerns and complaints in relation to child safety or abuse.

The GTO and Training Operations Managers are responsible for providing information and instruction in the requirements of the Code of Practice for the Care and Supervision of Young People and this Statement to staff and other relevant parties with responsibility for the care and supervision of children and other young people.

AGA staff and other relevant parties engaged in child-connected work must agree to abide by our Code of Practice for the Care and Supervision of Young People. The Code of Practice provides guidance on how to behave with children and the standards of conduct.

Communicating this Statement

The Child Safe Statement is available to interested parties on the AGA web site.

The Statement is communicated to AGA staff and other relevant parties engaged in child-connected work via its inclusion in Code of Practice for the Care and Supervision of Young People.

The Statement is included in induction material for:

- Host Employers of apprentices and trainees
- Commencing apprentices and trainees
- Course participants in AGA training centre programs
- Commencing AGA staff including full-time, part-time and casual staff

Privacy

AGA manage personal information in accordance with the Australian Privacy Principles. We are committed to maintaining the right to privacy and AGA's responsibility for protecting personal information. AGA takes reasonable steps in order to comply with these obligations.

Risk Management

A systematic approach to managing risk is applied to AGA's operations based on the principles and guidelines contained in AS/NZ ISO 310:2009. A risk management process is utilised for the identification, assessment and control of risks for any situation where an undesirable or unexpected outcome may have a significant impact.

This risk management approach is applied to the protection of children, in addition to the general duty of care under health and safety legislation for all people in our workplaces.

Contact for Further information and Raising a Complaint or Concern

Either of the following details can be used to raise a complaint or to obtain further information regarding the Victorian Child Safe Standards or child safety and abuse:

General Manager Employment, Development and Projects

Anthony Magnuson E anthony.magnuson@aga.com.au M 0417 131 385

General Manager Training, Development and Risk

Stephen Lewis E stephen.lewis@aga.com.au M 0430 205 403

Staff and all people using our services are informed on reporting procedures if they observe abuse or are subject to abuse, and if they observe a dangerous situation or inappropriate behavior.

AGA take allegations of child abuse and safety concerns seriously. Procedures are in place to thoroughly investigate matters raised in a prompt manner. Arrangements are in place to access independent investigation services if required.

Inquiry and complaint details will be required to be in writing so that they can be dealt with fully. AGA will respond shortly after receiving written notice and deal with the matter in a confidential manner.

Review and Continual Improvement

Senior management will review the continuing suitability, adequacy and effectiveness of the arrangements for the care and supervision of young people. The review is to be conducted at intervals that are determined appropriate. The review must be documented and reported to the CEO.

The review process must ensure that the necessary information is collected and that interested parties are consulted to allow management to carry out the evaluation.

The review is to determine whether the organisation's care and supervision arrangements:

- Are being properly implemented and maintained,
- Are effective in meeting the objectives of the Care and Supervision of Young People Policy.

The review will include, and change where appropriate, the:

- AGA Care and Supervision of Young People Policy
- Code of Practice for the Care and Supervision of Young People
- Child Safe Statement of Commitment and Management systems and other elements in response to changing circumstances and a commitment to continual improvement.