



St. Joseph's Primary School Numurkah

Procedure for the safety and welfare of students working with an external provider June 2016

Policy Statements

Commitment to Child Safety

All students enrolled, and any child visiting, have the right to feel safe and be safe in all school environments and outside of school hours. The wellbeing of children in our care will always be our first priority and we have zero tolerance to child abuse. We aim to create a child safe and child friendly environment where children feel safe and are free to enjoy life to the full without any concern for their safety.

Basic Beliefs:

- That our School Community nurtures the development of the whole child**
- Our School is built on respect and an appreciation of individual differences**
- Each child at St. Joseph's Primary School has the right to feel safe at all times.**
- "Never see a need without doing something about it." (Mary MacKillop)**

Aims and Objectives:

- To ensure that our students are safe at all times.**
- To provide extra-curricular activities for our students.**
- To cater for the various needs and gifts of our students.**
- Each activity should be conducted with the 'informed consent' of parents or guardians. This means parents or guardians must be provided with all the information necessary for them to be able to**

make an active and informed decision regarding their child's participation. This includes detailed information about proposed activities, costs, and key dates and times. Specific provisions should be in place for parents with English as a Second Language, are not literate, are sight impaired, or have other particular communication requirements.

- **As a School we should consider carefully why we are employing an external provider to deliver parts of the curriculum, especially if asking parents and caregivers to pay an additional fee for this service.**

Is the external provider needs to

- **Provide proof of relevant qualifications and experience of staff?**
- **Have professional indemnity, public liability and worker's compensation insurance policies and provide a copy of a certificate of currency for each?**
- **Provide documentation of business registration, including an ABN?**
- **Ensure that all equipment and activities used in the lessons are safe for students?**
- **Provide opportunities for parents and caregivers to supply information about the unique needs specific to their child?**
- **Ask parents and caregivers for feedback about program effectiveness for their child.**

Please note:

- **There will be times when our students will not be supervised when working with an external provider. No provider will work with our students unless they have satisfied our safety / child protection requirements**

To reviewed 2019

Ratified by the School Board