



Safeguarding Children and Young People

**Resource Document re Child Protection
Policy and Guidelines
for Oceania Province of the
Christian Brothers**

04/07/2013

PURPOSE OF RESOURCE DOCUMENT

This document contains the Oceania Policy on Child Protection together with key elements of guidelines for the implementation of this policy which have been adopted by the Province. It also contains background information and advice in areas around child protection; further guidelines may be developed in the future around some of these areas. This Resource document containing the Policy, guidelines and information is aimed at giving an overview of what is required to ensure Child Protection in Province activities. We see it as essential reading for all those engaged in Province activities.

INTRODUCTION

The Congregation of Christian Brothers Oceania Province is strongly committed to the protection and care of society's most vulnerable members, children and young people. In fulfilling this moral responsibility and legal duty of care, the Oceania Province aims to ensure that those involved in communities, ministries and initiatives, and individual brothers working with children and young people are aware and educated in their obligations and responsibilities, and supported to protect children and young people from all reasonably foreseeable risk of harm. The safeguarding of children and young people and the prevention of abuse are highly dependent upon thorough education of all involved. Therefore the Congregation acknowledges its responsibility to initiate and give effect to any and all necessary actions to protect the rights of children and young people, to strengthen protocols for all engaged in our ministries in child-related employment, and to minimise the risk of harm to children and young people by developing risk-management strategies.

CONTEXT

Globally

Child abuse is a global problem that affects both boys and girls. It has existed since the beginning of time and is deeply rooted in cultural, economic and social practices. Children and young people are abused physically, sexually, emotionally and through neglect and exploitation. They are forced to endure the most hazardous forms of child labour including sweat shops and prostitution. The risk of abuse is heightened for children and young people living in poverty.

- According to the World Health Organisation (2001) forty million children below the age of 15 suffer from abuse and neglect and require social and health care.
- 250 million children are involved in child labour, more than 180 million are working in hazardous situations or conditions. (A Future without Child Labour, International Labour Organisation, (2002).
- 1 million children enter the commercial child sex trade (child-sex tourism) every year (1995 estimate). (Sale of Children, Child Prostitution and Child Pornography, United Nations A/50/456, Sept 1995).
- Experts estimate that at least 1 in 4 girls and 1 in 7 boys will experience some form of sexual abuse in their childhood.

While most child abuse occurs within families and communities, children and young people also experience abuse and exploitation in organisations designed to provide them with support and services. Experience has found that physical and emotional abuse and neglect in child-focused organizations and institutions are less likely to be systematic and usually un-planned. It is commonly the result of poor conditions, bad work practices and negligent management. However child sexual abuse in organizations is often planned and premeditated.

Church

A resource document of principles and standards for lay workers in the Catholic Church in Australia was published in 2011. This followed earlier statements *Integrity in Ministry* for Catholic Clergy and Religious (2004, 2010) and *Towards Healing* (2010), the latter statement dealing with responding to complaints of abuse against personnel of the Catholic Church. These statements are approved by the Australian Catholic Bishops Conference and the Australian Conference of Leaders of Religious Institutes (Catholic Religious Australia). Similar statements may be found in other national conferences of Bishops.

In the statement ***Integrity in the Service of the Church***, the principles and standards parallel those found in ***Integrity in Ministry***. This recent statement is intended to help church workers reflect and uphold Christian vision and values in all relationships.

The service of Church workers has its origins in the Gospel and in particular in Jesus' statement that he had come to bring 'life in all its fullness' (John 10:10). The principles and standards put forward in this statement are extensions of five basic principles for Church workers in which they:

1. Are committed to justice and equity;
2. Uphold the dignity of all people and their right to respect;
3. Are committed to safe and supportive relationships;
4. Reach out to the poor, alienated or marginalised;
5. Strive for excellence in all their work.

Province

Christian Brothers Oceania Province adopts these principles and has developed a Code of Conduct "Integrity in interacting with Children and Young People" by adapting and extending the application of these principles to all workers – religious, paid staff and volunteers – engaged in Mission to children and young people in the name of Oceania Province. The Inspiration of Blessed Edmund Rice's deep compassion for the 'dear little ones' underpins this Code.

PROVINCE POLICY FOR CHILD PROTECTION

Commitment to Children and Young Persons

The Province is committed to the care, development and wellbeing of children and young persons.

This commitment arises from the dignity of each person, young or old, created in the image of God. It expresses a professional relationship of pastoral care, personal wellbeing and respect for every child and young person entrusted to engage in our ministries. There is a corresponding passion for justice and fairness to all, especially for children and young persons who have been abused.

Safe and Supportive Relationships and Environment

The Province policy seeks to establish and maintain a safe and supportive environment for all children and young persons under its responsibility.

This, in practice, means that Oceania Province is committed to implementing the legislative requirements of the various jurisdictions (national, state and territory) which relate to child protection.

Child-related Employment

As part of normal recruitment processes, all employees (here understood to include brothers, paid employees and volunteers) who are engaged in working with children or young persons will be required to undergo Child-related Employment Screening.

This screening of prospective employees will generally involve:

- *A jurisdictional relevant criminal record check (child related offences);*
- *A check of relevant Apprehended Violence Orders (involving children);*
- *A review of relevant employment disciplinary proceedings completed by a previous employer and more generally reference checking;*
- *Completion of a risk assessment if relevant information is disclosed through screening.*

In addition, each employee is required to complete a prohibited person's declaration stating whether or not she/he is a 'prohibited person' working with children or young persons.

Mandatory Notification and Investigation of Complaints of Child Abuse

Any employee who has reasonable grounds to suspect a child or young person may have been sexually abused, which commonly arises from a disclosure from a child or young person, must report in the first instance to the line manager, who in turn on behalf of the employee will notify by a report to the Child Protection Authority (-ies) and /or Police.

The formal notification to the civil authority will be in written or electronic format as set out by that jurisdiction. The Province Child Protection Officer will also be notified in writing.

Any employee involved in receiving a disclosure from a child or young person must NOT formally investigate such a disclosure or complaint. The Province Child Protection Officer (CPO) works with the civil authority to ensure professionally trained persons conduct an investigation.

Formal Investigation of Child Protection Reportable Complaint

The line manager is required to initiate the processes with the Province CPO for the appointment of a suitable investigator. Where the jurisdiction through the Child Protection Authority or Police takes over investigation, all other investigation is suspended.

An allegation of 'reportable conduct' is one involving:

- (a) Any sexual offence, or sexual misconduct, committed against, with or in the presence of a child (including a child pornography offence);*
- (b) Any assault, ill-treatment or neglect of a child; or*
- (c) Any behaviour that causes psychological harm to a child.*

Conduct that is exempt from reportable conduct involves conduct that is reasonable for the purposes of the discipline, management or care of children, having regard to the age, maturity, health or other characteristics of the children and any code of conduct.

Risk Management including Risk of Harm

Where a complaint arises against any employee, jurisdictions may require also separate mandatory notification if there is a likely ongoing risk or harm to a child or young person.

The line manager is required to initiate the Risk Assessment and Management procedure as set out in Province guidelines.

Code of Conduct

The Province has developed a Code of Conduct for its employees interacting with children and young people.

Each ministry is to align its Code of Conduct with the Province Code of Conduct. The ministry may specify its code of conduct before issuing it.

Responsibilities of Oceania Province

In addition to this Policy statement, the Province will provide Guidelines, Procedures and Support material as necessary. These will appropriately define responsibilities for line managers and employees.

The Province undertakes to organise professional development and training for employees and line managers.

The Province will establish reporting arrangements and monitor the Policy and Procedures.

The Province will arrange Auditing processes.

SPECIFIC GUIDELINES

In giving expression to the above Policy, from time to time Oceania Province has issued/will issue various specific Guidelines. At the date of this statement, endorsed Guidelines are:

- Code of Conduct - Interacting with Children and Young People.

Additional Guidelines are being developed covering:

- Mandatory Reporting and Investigation of Complaints;
- Risk Assessment and Risk Management.

Also in this Resource document there is some advice given on such issues as:

- Child-related Employment of Staff and Volunteers;
- Use of Children's images;
- Responsible use of cyber technology;
- Sponsorship programmes.

CODE OF CONDUCT - INTERACTING WITH CHILDREN AND YOUNG PEOPLE

A Code of Conduct is a clear guide to acceptable (and consequently unacceptable) behaviour in relation to working with children and young people. Such a code establishes a common understanding of the standards, behaviour and boundaries required of staff, volunteers and agents of Oceania Province.

Oceania Province has established a Code of Conduct. The Province has also developed a Code of Conduct for interacting with children and young people.

It is a Province requirement that all communities, individual brothers and those involved in ministries, are familiar with and abide by the Code of Conduct specific to their interaction with children and young people.

A Code of Conduct for working with children and young people is designed to encourage staff, volunteers and agents of the Province to be conscious of their own behaviours, and how these behaviours are perceived by others. The code of conduct provides staff, volunteers and agents of Oceania Province with guidance on how to conduct themselves and to guard against any form of allegation. In some circumstances, adherence to the Code of Conduct may be a defence against certain allegations of inappropriate professional conduct including certain sexual misconduct.

Among issues to be addressed by line managers in specifying proximate applications of Code of Conduct are the following:

- Physical contact;
- Supervision of toileting and bathing;
- Sleeping arrangements;
- Discipline;
- Respect for privacy;
- Cultural sensitivity;
- Language;
- Adult-child ratios;
- Sign in and out procedures;
- Use of cameras;
- Favouritism;
- Special relationships;
- Transport;
- Mobile phone use;
- I.T. use;
- Use of Congregation computers;
- Confidentiality;
- Perceptions and appearances;
- Out of hours contact.

Every child you encounter is a divine appointment.

Wes Stafford

A copy of the Code of Conduct for any ministry initiative is to be forwarded to the Province Child Protection Officer.

All persons involved in any ministry, including individual ministries are expected to conduct themselves in a manner consistent with the values of the Province and their profession and be conscious of their responsibility to be role models to the children and young people whom they serve.

Any Code of Conduct for people engaged in Province Ministries needs to address the following:

- (a) Respect for children and young people;
- (b) Provision of welcoming, inclusive, safe environments for children and young people;
- (c) Respect for cultural and religious difference;
- (d) Expeditious and professional reporting of concerns and allegation of abusive behaviour;
- (e) Transparency and accountability in relation to movement, money and equipment;
- (f) Appraisal of their role performance and professional supervision;

All persons working in communities, ministries, initiatives and individual brothers will self-assess their behaviours, actions, language and relationships with children and young people.

Be the change you want to see in the world

Mohandis Ghandi

Indicative Behaviours of Professional Misconduct for personnel may need to be spelt out to those to whom they apply, that they are not to:

- Engage in behaviour that is intended to shame, humiliate, belittle or degrade children;
- Use inappropriate, offensive or discriminatory language when speaking with a child or young person;
- Swear in the presence of children and young people;
- Do things of a personal nature that a child can do for him/herself, such as assistance with toileting or changing clothes;
- Take children to their own home/hotel or sleep in the same room or bed as a child or young person;
- Smack, hit or physically assault a child or young person;
- Develop sexual relationships with children and young people or relationships with children and young people that may be deemed exploitative or abusive;
- Engage in any sexual conversations or discuss sexual activities with children and young people unless it is part of a legitimate lesson and discussion approved for teaching sexuality issues;
- Show sexually oriented or inappropriate printed materials to children and young people (magazines, videos, films etc.);
- Behave provocatively or inappropriately with a child or young person;
- Condone or participate in behaviour of children and young people that is illegal, unsafe or abusive;
- Act in a way that shows unfair and differential treatment of children and young people;

- Photograph or video a child or young person without the consent of the child or young person and his/her parents or guardians;
- Hold, kiss, cuddle or touch a child in an inappropriate, unnecessary or culturally insensitive way;
- Seek to make contact and spend time with any child or young person outside program times;
- Use the communities, ministries, initiatives or individual brother's computers, mobile phones, video and digital cameras inappropriately, or use them for the purpose of exploiting or harassing children and young people;
- Hire minors as domestic labour;
- Transport children and young people without written permission of their parent or guardian or without a direction from a superior in the event of an emergency;
- Use, possess or be under the influence of illegal drugs or alcohol when in the presence of or while supervising children and young people;
- Supply alcohol or illegal drugs to children and young people.

It always grieves me to contemplate the initiation of children into the ways of life when they are scarcely more than infants. It checks their confidence and simplicity two of the best qualities that heaven gives them and demands that they share our sorrows before they are capable of entering into our enjoyments.

Charles Dickens

CHILD-RELATED EMPLOYMENT OF STAFF AND VOLUNTEERS

Essential to the protection of children and young people is the recruitment and selection process for identifying and employing staff and volunteers. Oceania Province aims to employ the most suitable people for positions involving working with children and young people. As part of the normal recruitment process, screening of preferred applicants for paid employment positions is mandatory.

Volunteers and paid staff must also complete declarations that they have not been convicted of a crime in the arena of child protection, been the subject of an apprehended violence order including the circumstance of domestic violence, or received an adverse finding arising from disciplinary proceedings in previous employment.

Moreover inexperienced and poorly managed staff and volunteers may unintentionally harm children and young people through inappropriate disciplinary and supervisory practice.

Oceania Province is committed to child safe recruitment, selection and screening practices. The Province requires all those responsible for the employment of staff and engagement of volunteers to comply with the following standards of child safe recruitment practices:

- Promotional materials, position/employment advertisements and the official website will include reference to the Province's promotion of child safe environment;
- Any application form will request information about an applicant's educational and professional background and dates and places of employment;
- The Province's stance on the protection of children and young people protection is articulated in material provided to applicants;

- All positions whether paid, voluntary or contract are to include a position description which clearly states specific duties and accountabilities;
- Face-to-face employment interviews are essential. A mixed gender panel provides a good balance of views. Consideration might be given to including a young person on the interview panel for positions which involve direct contact with children and young people;
- Behavioural-based questions are to be used in the interview to explore the applicant's past experiences. Past behaviour is the best predictor of future action;
- Referee checks are to be conducted on all preferred candidates. Referees are to be contacted directly. It is important to verify the identity of the referee and clarify the relationship between the candidate and the referee;
- Police clearances or Working with Children Checks must be obtained (where possible) for all staff and volunteers;
- Screening is an ongoing process and continues throughout the orientation process and probationary period.

Awareness has changed so that every act for children, every piece of legislation recognises that children are part of families and that it is within families that children grow and thrive – or don't.

Bernice Weissbourd

MANDATORY NOTIFICATION AND INVESTIGATION OF COMPLAINTS

Mandatory Reporting/Notification and Investigation

Oceania province is committed to the care and welfare of children and young persons. Secondly Oceania Province is committed to providing safe and supportive relationships and environment. Therefore, any disclosure or complaint affecting the wellbeing of a child or young person is treated as a serious responsibility. For this reason, a separate and specific policy and processes concerning reporting and investigation have been developed. The following comments are necessarily only a summary of key matters requiring attention.

In the circumstance where any employee receives a disclosure from a child, the employee is required to report this to the appropriate authority following the processes outlined in the Reporting and Investigation Policy. There are three levels of responsibility:

1. If the employee has reasonable grounds to suspect that sexual abuse/likely abuse by another person, the matter **MUST** be reported to the ministry leader who **MUST** notify the civil Child Protection Agency and/or Police. In all such circumstances, the employee or ministry leader will not conduct any investigation. The relevant civil authority will direct any processes of investigation.
2. If the employee has reasonable grounds to suspect harm to a child or young person from any source except the above, the matter **MUST** be reported to the ministry leader who will initiate the appropriate reporting and investigation pathway. In all such circumstances, the employee or ministry leader will not conduct any investigation but the ministry leader will ensure the CPO activates such processes.
3. If the employee becomes aware of inappropriate behaviour by a staff member, other employee or volunteer towards a child or young person, the matter should be reported to the ministry leader who will activate appropriate procedures.

Even when there are no grounds for legal action, Oceania Province recognises the serious harm that can be caused. The ministry leader is expected to assess the risk of harm to any such child or young person who may be a victim, and initiate steps to remove or minimise that risk. The child or young person, usually with parental support, shall be offered counselling.

The alleged offender, if such a person is an employee, must be accorded natural justice including procedural fairness. This person is presumed innocent until shown otherwise. In the circumstance where the child or young person is at risk of continuing harm, the alleged offender must be advised not to contact the victim. It may also be necessary to stand down such an employee during part/all the investigation. The alleged offender shall be offered counseling under the Province Employee Assistance Programme.

RISK MANAGEMENT INCLUDING RISK ASSESSMENT

A risk management strategy is a measure undertaken to identify and address potential risks of harm to children and young people and thereby minimises potential for future risk. For the purpose of this policy, a risk is anything that can threaten the safety and wellbeing of a child or young person.

Oceania Province recognises that there are a number of potential risks to children and young people in the delivery of its programmes and initiatives. In all countries and states in which the Province has communities and ministries involving direct work with children and young people, it will act to assess and reduce any risk of harm to them. This is achieved by examining each programme and its potential impact on children and young people. Programmes which involve direct work with children and young people are considered a higher risk, and therefore require more stringent child protection procedures. However, as children and young people are part of every community in which the Province is involved, the Province is always alert to potential risks.

Safe environments don't just happen; they require ongoing planning, commitment and maintenance.

Safety and security don't just happen; they are the result of collective consensus and public investment. We owe our children, the most vulnerable citizens in our society, a life free of violence and fear.

Nelson Mandela

All communities, individual brothers, ministries and initiatives adopt risk management strategies to prevent and minimise risk to all who access their services. They provide a clear and consistent framework to guide and support all who work directly with children and young people. Such risk management strategies are to be assessed and reviewed annually by a responsible, delegated authority.

Those responsible for the management of programmes are expected to carry out risk management including risk assessment. The risk assessment process involves mapping out the type of contact with children and young people, the child protection measures already in place, and identifying any gaps. The risk assessment highlights risks to children and young people, in terms of potential child abuse and how such risks are to be managed. Strategies are then developed to reduce or eliminate risks.

A risk log as set out below is a suitable device for recording relevant information.

Describe the activity	Identify Risks	Impact	Manage the Risks	Analyse the Risks	Review

Some questions in identifying risks are:

- What are the practical details of the programme? (DESCRIBE THE PROGRAMME);
- What could go wrong? (IDENTIFY THE RISKS);
- What is the likelihood of something going wrong? (ANALYSE THE RISKS);
- What would the consequences be? (IMPACT).

High risk factors may include:

Work with children and young people who are:

- Very young;
- Have been abandoned, orphaned;
- Living with disabilities;
- Already victims of abuse and exploitation;
- Living without a parent or carer;
- Displaced.

Staff and volunteers who:

- Have not been screened carefully e.g. through interviews, police checks and reference checks;
- Were recruited quickly for immediate deployment e.g. emergency situations;
- Are not supervised adequately;
- Have not received education in Child Abuse awareness and Child Protection Policy and Guidelines;
- Have not attended an induction programme which includes details of the risk management strategy.

Locations which are:

- Isolated;
- Disaster areas;
- Overcrowded;

- Secluded or inaccessible;
- Boarding and residential facilities;
- School-based.

Activities which involve:

- One-to-one contact;
- Physical contact
- Personal hygiene tasks e.g. when toileting and bathing younger children;
- Swimming, bathing, changing;
- Staffing by volunteers;
- Retreats and children and young people's camps.

Supervision which:

- Is informal or minimal or even non-existent;
- Does not address the risk of staff and volunteers working alone.

Specific risk management guidelines are to be developed by communities, individual brothers, ministries and initiatives directly involved with children and young people. In this context those responsible for formulating risk management guidelines need to be alert to risks that emanate from visits by members of sponsoring companies and organisations.

Local risk factors also need to be considered, particularly in vulnerable communities and locations. Awareness of local risks and issues affecting children and young people will enhance the risk assessment process and guide child protection strategies.

To manage these risks communities, individual brothers, ministries and initiatives within Oceania Province will:

- Identify ways of reducing these risks (MANAGE THE RISKS);
- Have procedures in place when things go wrong;
- Establish monitoring systems (REVIEW).

Child protection risk management will become an ongoing responsibility for all Province communities, individual brothers, and ministry leaders, and is integral to the conduct of all activities and to the planning of all new activities, and expansion of existing ones.

When reviewing Risk Management Strategies, reviewers need to ask:

- Do risks still exist?
- Have they been reduced, controlled, and managed by the existing strategies?
- Are there new risks?
- What strategies/resources are needed to manage, reduce and remove emerging risks?

NOTE: There may be actions by the offender during the preparatory stage of sexual abuse that are described as ‘grooming’. Grooming is a very deliberate and calculated process. It is the deliberate action taken by an adult to form a trusting relationship with a child or young person as well as those responsible for the child or young person’s wellbeing, with the intent of later having sexual contact with the child or young person. This trust might be gained by being the child or young person’s ‘special’ friend; giving gifts or money and toys etc. to the child for no apparent reason; showing pornography – videos or pictures – to the child or young person with the intention of ‘normalising’ sexual behaviour; talking about sexual topics and problems normally discussed between adults; gaining the parents’ trust by befriending them with the goal of obtaining easy access to the child or young person; offering to babysit; inviting the child or young person for ‘sleepovers’; taking the child or young person on vacation outings.

Children seldom misquote, in fact, they usually repeat word for word what you shouldn’t have said.

Author unknown

There can be no more urgent issue than the future health and wellbeing of our children.

Michael Chaney AO

Use of Children or Young Person’s Images

The misuse of a child’s or young person’s image can have far reaching consequences. Such misuse can expose children and young people to predators who use photographs for self-gratification, profit and further exploitation. Wherever children and young people are photographed, Province personnel are to ensure that:

- A child or young person is always portrayed in a dignified and respectful manner. The child or young person is to be adequately clothed and not photographed in poses that are suggestive or provocative;
- The consent of a child’s or young person’s parents or guardians is to be obtained before photographs are reproduced;
- In the publication of images of children and young people no information is to be used that might assist predators to locate the whereabouts of those photographed;
- Cultural and religious traditions need to be respected when photographing children and young people and reproducing their images;
- Images should be an honest representation of both context and fact;
- When sending images electronically, file labels should not reveal identifying information;
- All photographers are to be screened for their suitability. Where appropriate, police checks are to be sought.

Guidelines for the Responsible use of Cyber Technology

Cyber technology has provided access to vast resources of information and entertainment and the opportunity to meet and communicate with people on a global level. Social networking sites such as MySpace, Facebook, Online Chat Rooms and Instant Messaging (IM) allow individuals to connect with other users from around the world.

However when children and young people and adults do not feel connected and experience isolation and loneliness, their vulnerability may be heightened and they may be at risk of finding on-line contacts ready to exploit their loneliness and vulnerability. Social networking can be a substitute for healthy social interaction.

Oceania Province recognises that cyber technology, like other elements in society, has its share of dangers and risks. Cyber Technology is being used increasingly to disseminate both adult and child pornography. Images transmitted across the internet, once downloaded can subsequently be used without the subject's knowledge or control. Misuse of electronic media can cause considerable harm and may indeed constitute a criminal offence.

Those persons working with children and young people in communities, ministries, initiatives, and individual brothers have a responsibility to protect children and young people and be conscious in their pastoral role of the content and context of any cyber communication with children and young people that doesn't fulfil this responsibility.

Province personnel are expected to use cyber communication responsibly. Internet Child Pornography is not a victimless offence. A person who views child pornography is tacitly supporting the sexual exploitation of children and is involved in criminal activity.

To safeguard integrity and to preserve clarity of professional boundaries, all Province personnel are to use electronic and print media responsibly.

Examples of misuse of cyber technology include:

- Unauthorised communication with children and young people through the use of the internet, social networking sites, online chat rooms, instant messaging, camera phones, video and digital cameras;
- Contact with children and young people with whom one has a working relationship through social networking sites and posting one's personal details to them via the internet;
- Electronic transmission of messages or files which are sexually explicit, offensive or contain inappropriate jokes;
- Possession, distribution or display of pornography;
- Using a work computer to access inappropriate material via the internet or email;
- Using a mobile phone provided for work commitments to access or send inappropriate material;
- Promoting children's or young person's images electronically or otherwise in an undignified and disrespectful manner;
- Sending emails of a personal nature to a child or young person;
- Using web cameras to transmit, unlawfully, images of a child or young person.

Sponsorship Programmes

Oceania Province recognises that sponsorship programmes which deliver financial and in-kind support to Province Ministries, both in country and internationally, are complex and may indeed create additional risks in terms of child protection.

In this context it should be noted that children and young people can be harmed by:

- The writing of inappropriate letters and sending of inappropriate gifts and photos;
- Eliciting contact details from a child or young person or others connected with him/her.

It is worth noting that predatory sex offenders have been known to target children and young people through sponsorship programmes.

Those responsible for seeking sponsorship programmes are obliged to set in place sponsorship guidelines designed to address risks to children in whose interests such sponsorships are directed.

The test of the morality of a society is what it does for its children.

Dietrich Bonhoeffer

Nothing you do for children is ever wasted. They seem not to notice us, hovering, diverting our eyes, and they seldom offer thanks, but what we do for them is never wasted.

Garrison Keillor

DEFINITIONS

Agent of the Congregation

An agent of the Congregation is someone, other than an employee, brother or volunteer who has an immediate association with the Congregation by way of a contract for services, such as: consultants, researchers, board members and any other individual or group that has contact with the Congregation in a working or volunteer capacity.

Child Abuse

Abuse happens to male and female children of all ages, ethnicity and social backgrounds, abilities, sexual orientation, religious belief and political persuasion. Child abuse may be physical, sexual and emotional. It also includes neglect, bullying, child labour and domestic violence.

Both boys and girls can be the victims of abuse, and abuse can be inflicted on a child or young person by both men and women, as well as by young people themselves. In some cases, professionals and other adults working with children in a position of trust abuse children and young people.

Child or Young Person

Refers to any person under the age of majority as declared in the law of the specific country. Cf http://en.wikipedia.org/wiki/Age_of_majority.

Child Protection

Is the consequence of the responsibilities, initiatives and activities undertaken to prevent or stop children and young people from being abused or maltreated.

Child-Sex Tourism

ECPAT International defines child-sex tourism as:

'...the commercial sexual exploitation of children by men and women who travel from one place to another, usually from a richer country to one that is less developed, and there engage in sexual acts with children, defined as anyone under the age of 18 years.' (ECPAT (End Child Prostitution, Child Pornography and Trafficking of Children for Sexual Purposes) *International 2006*)

Duty of Care

Duty of Care is a common law concept that refers to the responsibility of the organization to provide children and young people with an adequate level of protection against harm. It is the duty of the organization to protect children and young people from all reasonably foreseeable risk of injury.

Line manager

Means the manager within the Christian Brothers Oceania Province to whom the personnel are accountable for the performance of their role.

Employees

Include brothers, paid employees and volunteers.

Harm

Is any detrimental effect of a significant nature caused to a child's or young person's physical, psychological or emotional well-being.

1. It is immaterial how the harm is caused.
2. Harm can be caused by:
 - (a) physical, psychological or emotional abuse;
 - (b) neglect;
 - (c) sexual abuse or exploitation.

Harm can be caused by:

- (a) a single act, omission or circumstance; or
- (b) a series or combination of acts, omissions or circumstances.

Bullying

Bullying is the inappropriate use of power by an individual or group, with intent to injure either physically or emotionally. It is usually deliberate and repetitive. The bullying may be physical or psychological (verbal or non-verbal) and carried out by peers, older students or adults in positions of responsibility.

- Physically, bullying includes pushing, hitting, punching, kicking, sexual improprieties or any other action causing hurt or injury.
- Verbal bullying includes insults, taunts, threats and ridicules.
- Psychological bullying includes physical intimidation and ostracism

Emotional Abuse

This occurs when a child is repeatedly rejected or frightened by threats. This may involve name-calling, being put down or continual coldness from parent or caregiver, to the extent that it affects the child's physical and emotional growth.

Neglect

Neglect is the persistent failure or the deliberate denial to provide the child with clean water, food, shelter, sanitation or supervision or care to the extent that the child's health and development are placed at risk. Note: Neglect must always be assessed according to a country/state's circumstances. In countries where there is no clean water, inadequate shelter and sanitation, this definition of neglect by a parent/carer may not be applicable.

Physical Abuse

This occurs when a person purposefully injures or threatens to injure a child or young person. This may take the form of slapping, punching, shaking, kicking, burning, shoving, grabbing or hair pulling. The indicators of physical abuse are unexplained bruises, cuts, burns, fractures.

Sexual Abuse

This occurs when a child or young person is used by an older or bigger child, adolescent or adult for his or her own sexual stimulation or gratification – regardless of a country's or state's legislated age of majority or age of consent. These can be contact or non-contact acts, including threats and exposure to pornography.

Christ reminds us to care for the young 'for it is to such as these that the Kingdom of Heaven belongs'.

(Mt 19.14)

Mandatory Reporting

Is legislation which specifies by law to report suspected cases of child abuse or neglect to the relevant civil authority. The persons mandated to report include teachers, principals, counsellors and social workers arising from a disclosure or from other information from a child/young person. The persons to report vary across the different national, state and territory jurisdictions.

Within Oceania Province, this policy requires any employee engaged in welfare of children/young people to report to the principal/regional coordinator in the first instance.