

## Child Safe Standards – Annual Report 2022

Wyndham Community and Education Centre Inc. (Wyndham CEC) is committed to child safety.

As part of this commitment, Wyndham CEC is proud to present this 2022 Annual Report that outlines the organisation's performance against the Child Safe Standards.

Standard	Wyndham CEC Performance
<p>1. Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued</p>	<ul style="list-style-type: none"> <li>• Wyndham CEC has maintained a culturally safe environment in 2022 through:               <ul style="list-style-type: none"> <li>– the delivery of staff education and professional development</li> <li>– ensuring our physical environments are welcoming and inclusive of diverse cultures</li> <li>– raising awareness by celebrating annual days that reflect diversity</li> </ul> </li> </ul>
<p>2. Child safety and wellbeing is embedded in organisational leadership, governance and culture</p>	<ul style="list-style-type: none"> <li>• All staff and volunteers signed the Child Safety and Wellbeing Code of Conduct</li> <li>• The Board of Governance undertook external Child Safe training</li> </ul>
<p>3. Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously</p>	<ul style="list-style-type: none"> <li>• Wyndham CEC's Student Reference Group met twice in 2022</li> </ul>
<p>4. Families and communities are informed, and involved in promoting child safety and wellbeing</p>	<ul style="list-style-type: none"> <li>• Wyndham CEC issued four Child Safety and Wellbeing newsletter in 2022</li> </ul>
<p>5. Equity is upheld and diverse needs respected in policy and practice</p>	<ul style="list-style-type: none"> <li>• The following policies were reviewed in 2022:               <ul style="list-style-type: none"> <li>– Child Safety &amp; Well being Policy &amp; Procedure</li> <li>– Access and Equity Policy &amp; Procedure</li> </ul> </li> <li>• Wyndham recognised the following days that celebrate diversity:               <ul style="list-style-type: none"> <li>– NAIDOC Week</li> <li>– National Reconciliation Week</li> <li>– Refugee Week</li> <li>– Harmony Day</li> <li>– Wear it Purple Day</li> <li>– IDAHOBIT Day</li> </ul> </li> <li>• Wyndham CEC continued to promote diversity through displays of cultural events/artifacts/posters throughout all venues</li> </ul>

<p>6. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice</p>	<ul style="list-style-type: none"> <li>• All WWCC and VIT registrations for staff working with young people were verified and recorded</li> </ul>
<p>7. Processes for complaints and concerns are child focused</p>	<ul style="list-style-type: none"> <li>• Complaints and Appeals Policy and Procedures reviewed by the Board of Governance</li> <li>• There were no RTO child safety incidents in 2022</li> </ul>
<p>8. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.</p>	<ul style="list-style-type: none"> <li>• Wyndham CEC issued four Child Safety and Wellbeing newsletters in 2022</li> <li>• The Board of Governance and staff completed a range of internal and external professional development workshops and webinars</li> </ul>
<p>9. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed</p>	<ul style="list-style-type: none"> <li>• Wyndham CEC continued to promote diversity through displays of cultural events/ artifacts/ posters throughout all venues</li> <li>• Wyndham CEC issued four Child Safety and Wellbeing newsletters in 2022</li> <li>• The Board reviewed and updated the following policies and procedures: <ul style="list-style-type: none"> <li>– Harassment, Discrimination, Victimisation, and Bullying Policy &amp; Procedure</li> <li>– Social media, Computer and the Internet Policy &amp; Procedure</li> </ul> </li> </ul>
<p>10. Implementation of the Child Safe Standards is regularly reviewed and improved</p>	<ul style="list-style-type: none"> <li>• Child Safety and Wellbeing Policy &amp; Procedure reviewed and updated</li> </ul>
<p>11. Policies and procedures document how the organisation is safe for children and young people</p>	<ul style="list-style-type: none"> <li>• The Board of Governance reviewed the following codes, policies and procedures in 2022: <ul style="list-style-type: none"> <li><b>Codes of Conduct</b> <ul style="list-style-type: none"> <li>– Child Safety and Wellbeing Code of Conduct</li> <li>– Code of Ethics</li> <li>– Code of Conduct for Staff</li> <li>– Board Code of Conduct</li> </ul> </li> <li><b>Policies and Procedures</b> <ul style="list-style-type: none"> <li>– Cyberbullying Policy &amp; Procedure</li> <li>– Harassment, Discrimination, Victimisation, and Bullying Policy &amp; Procedure</li> <li>– Social media, Computer and the Internet</li> <li>– Complaints and Appeals Policy &amp; Procedure</li> <li>– Access and Equity Policy &amp; Procedure</li> <li>– Student Safety and Welfare in Accredited Training Policy &amp; Procedure</li> </ul> </li> </ul> </li> </ul>