



Child Safe Environments Policy

Inspired Psychology aims to promote the safety and wellbeing of all children and young people accessing our service. Our goal is to support the rights of children and young people, creating an environment that aims to prevent harm and promote wellbeing at all times.

Applicability

This policy applies at all times and in all locations to all representatives of Inspired Psychology and those wishing to use the services of Inspired Psychology (i.e. contractors).

Legislation

This policy is informed by the *Children and Young People (Safety) Act 2017 (SA)*, which currently governs child protection in South Australia. In June 2025, the *Children and Young People (Safety and Support) Act 2025* was passed and assented to. Although not yet in effect, this legislation will, upon commencement, replace the 2017 Act. Inspired Psychology is committed to aligning with the principles and requirements of the new Act and will update relevant policies and procedures in preparation for its implementation.

The new legislation aims to transform the child protection and family support system, emphasising both safety and support for children and young people. Key features include:

- **Elevating Children's Voices:** Children are given greater participation in decisions affecting their lives, ensuring their perspectives are considered.
- **Prioritizing Best Interests:** While safety remains paramount, the Act also emphasizes the best interests of the child in all decision-making processes.
- **Supporting Aboriginal Families:** The legislation strengthens the Aboriginal and Torres Strait Islander Child Placement Principle, promoting active efforts to keep children connected to their culture and community.
- **Mandatory Reporting Thresholds:** Adjustments have been made to align with other jurisdictions, refining the criteria for mandatory reporting of harm or risk.
- **Public Health Approach:** The Act incorporates strategies aimed at early intervention and prevention, addressing the broader factors contributing to child abuse and neglect.



Prescribed positions

Prescribed positions are identified in the Act as having particular responsibilities. A prescribed position is one that requires or involves:

- Regular contact with children on a regular basis
- Regular contact includes contact that may facilitate deliberate use of positions and status to access and exploit children. This may include multiple instances of contact of limited duration (attendance at a weekly program) or few, extended and intense periods of contact which may be away from the child's usual environment.
- Working in close proximity to (i.e. within eyesight of) children on a regular basis.
- Supervision or management of people with regular direct or proximal contact.
- Access to records relating to children

All positions at Inspired Psychology are prescribed positions including clinical and administrative roles.

Further detail regarding legislation relevant to the creation of child safe environments can be found in the following Acts:

- Adoption Act 1988 (SA)
- Child Safety (Prohibited Persons) Act 2016
- *Children and Young People (Safety) Act 2017 (SA)*
- Children and Young People (Oversight and Advocacy Bodies) Act 2016 (SA)
- Domestic Violence Act 1994 (SA)
- Freedom of Information Act 1991 (SA)
- Public Sector Management Act 1995 (SA) (relevant for State Government employees)
- Families and Community Services Act 1972 (SA) (relevant to foster carers and foster parents)
- Children and Young People (Safety and Support Act) 2025
- Child Sex Offenders Registration Act 2006 (SA)
- Privacy Act 1988 (Cth)
- Freedom of Information Act 1991 (SA)
- Human Rights and Equal Opportunity Commission Act 1986 (Cth)



- Young offenders Act 1994 (SA)
- Workplace Relations Act 1996 (Cth)

General principles

The principles and philosophy that underpin child protection work within Australia are based on the United Nations Convention on the Rights of the Child.

The Convention emphasises that:

- All children and young people have equal rights to protection from harm and risk of harm.
- All children should be encouraged to fulfil their potential and inequalities should be challenged.
- All children should be encouraged to participate fully in cultural and artistic life and appropriate and equal opportunities should be provided for cultural, artistic, recreational and leisure activities.
- Everybody has a responsibility to support the care and protection of children.
- Organisations shall take all appropriate legislative, administrative, social and educational measures to protect children from all forms of harm and risk of harm, while in their care.
- Organisations have a duty of care to children with whom they work and with whom their agents, contractors and subcontractors work.
- If organisations work through partners (e.g. contractors, subcontractors or agents), they have a responsibility to meet minimum standards of protection for the children in their partners' programs.

In 2018 the Council of Australian Governments (COAG) endorsed the National Principles for Child Safe Organisations. Drawn from the work of the 2013 Royal Commission into Institutional Response to Child Sexual Abuse, Australian Children's Commissioners and Guardians and the 2005 National Framework for Creating Safe Environments for Children, the National Principles are underpinned by a child-rights approach to build capacity and to deliver child safety and wellbeing in organisations, families and communities.



The principles emphasise the important of culturally safe environments and practices for Aboriginal and Torres Strait Islander children and young people.

The National Principles collectively show that a child safe organisation is one which creates a culture, adopts strategies, and acts to promote child well-being and prevent harm to children and young people.

Requirements of Child Safe Organisations

- A child safe organisation consciously and systematically:
- Creates an environment where children's safety and wellbeing are the centre of thought, values and actions
- Places emphasis on genuine engagements with, and valuing of, children and young people
- Creates conditions that reduce the likelihood of harm or risk of harm to children and young people
- Creates conditions that increase the likelihood of identifying any harm or risk of harm to children and young people
- Responds to any concerns, disclosures, allegations or suspicions of harm or risk of harm.

Key Components of Inspired Psychology Child Safe Environments

- It is the responsibility of Inspired Psychology to ensure that the required systems are in place.
- It is the moral and legal responsibility of each Inspired Psychology staff member to develop a clear understanding of these requirements and to uphold them consistently



to meet aims of keeping the children and young people that we work with safe as they work towards their goals

Principle 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture.

Governance arrangements are transparent and include a child safety and well-being policy, practice guidance, a Code of Conduct, and a risk management framework.

- See Inspired Psychology Child Safe Policy embedded within this document.
- See Inspired Psychology Code of Conduct
- See Inspired Psychology Risk Management Policy
- Inspired Psychology provides four weekly supervision for all contractors and employees by a senior member of staff.
- Inspired Psychology provides peer supervision opportunities.
- Inspired Psychology provides access to senior staff at all times for guidance
- Inspired Psychology provides line management including performance management to all staff.
- All contracted and employed clinicians are required to meet yearly professional development quota as per AHPRA or other professional body requirements to maintain registration.
- Inspired Psychology has endorsed of the Charter of Rights for children and young people and materials are displayed in public areas.
- Child Safe policy is clear and accessible.

Principle 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

Children and young people are actively supported to participate meaningfully in all decisions affecting them, and their best interests are the primary consideration in all actions taken.

Children and young people are informed about their rights and responsibilities in an age appropriate way and are informed about the organisation's commitment to child safety and wellbeing. All staff interacting with children and young people aim to do so in a way which



values their identity and culture, that understands their developmental needs and builds upon their strengths.

- The practice environments have a range of appropriate books and toys available.
- See Inspired Psychology Privacy Policy for the Management of Personal Information.
- All children and young people receive an explanation at the commencement of service about their rights and responsibilities, delivered in an age appropriate way.
- Children are centred in services relating to them. This includes that they have a voice and are listened to and believed. They have genuine participation in decisions affecting them and their best interests are the primary consideration in all actions taken. They are empowered to make choices regarding their participation in services provided by Inspired Psychology, including whether they wish to participate or not.
- All children and young people receive information that stresses our commitment to keeping them safe, and to promoting their best interest and wellbeing at the commencement of service. This message is reinforced throughout the period of service provision.
- We work 'with' children and young people, and do not impose services on them.
- All children and young people, along with their care teams, are asked to provide feedback during and post service.
- The Charter of Rights is visibly displayed in public areas
- All psychologists work within their areas of competence with regards to working with children and young people.

Principle 3: Families and Communities are informed and involved in promoting child safety and wellbeing.

Caregiver/guardians are empowered to speak up and drive conversations relating to child safety and wellbeing. Caregiver/guardians are involved in decision making around their child's needs and capabilities. Children, young people, family and community members feel their culture and identity are respected. Inspired Psychology acknowledges the importance of maintaining and strengthening connections to culture, community, and kin for Aboriginal and Torres Strait Islander children.



- Caregiver/guardians are provided sufficient information about proposed services, rights and responsibilities to enable them to give informed consent
- Caregiver/guardian feedback is sought throughout service delivery and after it ceases
- Information is delivered in a way that is culturally safe and tailored to the family's specific needs.
- Caregiver/guardians are provided with information about privacy and record keeping practices via email when appointment is confirmed and in hardcopy on request.
- See Inspired Psychology Privacy Policy for the Management of Personal Information.
- The Charter of Rights is visibly displayed in public areas
- Inspired Psychology Policies and Procedures are available to our clients.
- A complaints process is available.
- A client satisfaction survey is provided at the end of each service period. Information from this survey is used to inform the further development of services.
- Inspired Psychology has strong and respectful industry and community partnerships

Principle 4: Equity is upheld, and diverse needs respected in policy and practice.

Inspired Psychology understands children and young people's diverse circumstances. We aim to create an environment where all children and young people feel comfortable, and where services are provided in a culturally safe and inclusive way. Inspired Psychology acknowledges the importance of maintaining and strengthening connections to culture, community, and kin for Aboriginal and Torres Strait Islander children.

- Children and young people receive information about their rights and responsibilities at the outset of service.
- Services intended to be safe and inclusive are provided to a diverse range of children and young people including Aboriginal and Torres Strait Islander children and young people, children with disability, and children from culturally and linguistically diverse backgrounds and LGBTIQ+ children and young people. Clinicians ensure that they have the requisite level of knowledge and/or training in providing these services and seek additional support and information as needed.



- Clinicians are trained to respond to children and young people with diverse needs in a way that is culturally safe and promotes equity.
- Discrimination and exclusion are not accepted by any member of staff
- Equity is upheld at all levels of the organisation.

Principle 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

Recruitment emphasises child safety and wellbeing. All staff, including employees and contractors, have relevant Department of Human Services Working with Children Checks. All staff are inducted appropriately and are aware of their responsibilities to children and young people.

- Inspired Psychology screens all applicants for their suitability to provide services. This includes interviewing, checking qualifications and referees.
- All staff must have current Department of Human Services Working with Children Checks throughout the duration of their contract. Clinicians must also have up to date insurances and registration.
- All clinicians and any support staff working directly with children (e.g. co-facilitating programs) must have an up to date Child Safe Environments (CSE) certificate or, if they are working in an education or care setting, a Responding to Risk of Harm, Abuse and Neglect- Education and Care (RRHAN-EC) Certificate Training.
- In the event of any lapse in the working With Children Check, the contractor or employee will be suspended from duties until such as time as a new WWCC is sighted.
- All documentation records are kept in a staff database managed by administration. Processes are in place to ensure currency of information.
- Inspired Psychology provides 4 weekly supervision for all contractors and employees by a senior member of staff
- Inspired Psychology provides peer supervision opportunities.
- Inspired Psychology provides access to senior staff at all times for guidance
- Inspired Psychology provides line management including performance management to all staff.



- All contracted and employed clinicians are required to meet yearly professional development quota as per professional body requirements to maintain registration.
- Staff are aware of their responsibilities regarding mandated notification to the Child Abuse Report Line regarding suspected harm and risk of harm to a child or young person and AHPRA if a colleague's conduct places a member of the public at risk. All concerns related to a child or young person's welfare will be investigated by the statutory authority.

Principle 6: Processes to respond to complaints and concerns are child focused.

Complaint procedures are intended to be clear and accessible. We aim to support clients through this process in a way that is respectful, keeps them informed and maintains child safety and wellbeing.

- See Inspired Psychology Complaints Policy.
- Process of complaint clearly explained at the commencement of service
- Children and young people have clearly identified people accessible to them if they are feeling unsafe.
- All staff understand their roles and have been provided with a job description which delineates this.
- Staff are aware of their responsibilities in responding to disclosures from children or young people.
- All staff will be supported to understand and apply the updated thresholds for mandatory reporting as set out in the 2025 Act when fixed by proclamation.
- Clinicians are aware of their responsibilities regarding mandated notification to the Child Abuse Report Line (CARL) regarding suspected harm and risk of harm to a child or young person and AHPRA if a colleague's conduct places a member of the public at risk.
- All staff have an obligation to act in accordance with the Code of Conduct and to challenge any breaches of the same.
- All staff have an obligation to report concerns about any perceived breaches of the Code of Conduct.



- Complaints are always taken seriously at all levels of the practice. All complaints are investigated by Inspired Psychology's management unless the matter relates to harm or risk of harm to a child or young person in which case the matter will be investigated by the statutory authorities.
- Clients are supported through the complaints process, with the aim of upholding children and young people's safety and wellbeing in relation to the process.
- All concerns and complaints are recorded and analysed by senior staff.
- See Investigation Process (Principle 7)
- Action required in order to mitigate individual or systemic issues resulting from complaints is undertaken in a timely manner
- Feedback to all relevant parties is provided regarding the outcome of any complaint.

Principle 7: Staff and volunteers are equipped with the knowledge, skills and awareness to promote the safety of children and young people through ongoing education and training

- All staff are supported to implement the Inspired Psychology Child Safe Policy. Staff are trained to respond to indicators of harm to children and young people including supporting staff.
- All staff providing services to children are trained and supported to report any suspicion of harm and risk of harm to children and young people on reasonable grounds.

All registered psychologists are bound by legal and ethical requirements in accord with AHPRA and the Psychology Board of Australia. This includes that:

- Mandated notification is undertaken when required.
- That adequate care notes are kept securely.
- That supervision and support is sought if necessary.
- That they have a duty of care to their clients in terms of wellbeing which they will uphold.
- If a contractor or employee has any concerns around either their own or another consultant's actions around a child or young person, or the way a young person



perceives these actions, this should be raised with an Inspired Psychology Director as soon as possible.

- Psychologists are expected to act within the ethical and legal guidelines outlined by their professional bodies (including Australian Health Practitioner Regulation Agency Psychology Board; Australian Psychological Society). This includes that psychologists are expected to seek supervision around clients where they are concerned about the level of risk, mandate information as required and only provide services within their area of expertise.
- Inspired Psychology is mandated to notify any actions that they believe negligent in lines with the Australian Health Practitioner Regulation Agency guidelines:
<http://www.psychologyboard.gov.au/Standards-and-Guidelines/Codes-Guidelines-Policies.aspx>
- See below for investigation process.

Investigation Process

All investigations are to be undertaken by the statutory body if it relates to harm or risk of harm to a child or young person.

If any child safe issue between a contractor/employee and a child or young person is brought to the attention of Inspired Psychology, contact between the contractor/employee and the child/young person involved will be discontinued until an assessment of the available evidence has been finalised by the statutory authority.

Where allegations of a significant nature (e.g., inappropriate sexual or physical contact) are made, the consultant will be suspended from all Inspired Psychology duties involving children and young people. They will remain on leave until such time as there is a final determination in relation to the allegations.

All paperwork relating to the matter held by Inspired Psychology will be kept in a safe and secure matter and in accordance with the Inspired Psychology Management of Personal Information Policy.



Principle 8: Physical and online environments promote safety while minimising the opportunity for children and young people to be harmed

- Risks are identified and mitigated in relation to physical and online environments.
- See Risk Management Policy
- See Code of Conduct Policy.
- Staff are not to link with children or young people who are clients of the practice on social media for the duration of their involvement with Inspired Psychology and any relevant term following (e.g. for clinicians in accordance with code of ethics)
- Staff provide information about online safety when appropriate in their discussions with children and young people
- Inspired Psychology social media maintained by an appropriately qualified member of staff. This platform is used to disseminate information only and is not to be used to provide clinical support.

Principle 9: Implementation of the national child safe principles is regularly reviewed and improved.

Inspired Psychology adopts a proactive, early intervention approach to child safety and wellbeing, consistent with the public health framework outlined in the 2025 legislation. Inspired Psychology seeks to continually improve our delivery of child safe services through review, evaluation and improvement.

- Child Safe and other policies are regularly reviewed by senior members of staff
- Client feedback is included and used to inform the ongoing refinement of policy
- Complaints are attended to in a respectful and safe manner and action required in order to mitigate individual or systemic issues resulting from complaints is undertaken in a timely manner

Principle 10: Policies and procedures document how the organisation strives to be safe for children and young people.



A clearly documented child safety and wellbeing policy is available such that all parties are aware of how the organisation intends to create a safe environment. Partner agencies demonstrate adherence to child safety and wellbeing principles and practices.

- Child Safe Policy is clear and accessible to all relevant parties including children and young people, adults, community members and staff and contractors of Inspired Psychology.
- All clinicians are supervised by senior staff to promote engagement in safe practice.
- All administration staff are supervised by senior staff to promote engagement in safe practice.
- All partner agencies are adherent to child safety and wellbeing practices.



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