



Australian  
Childhood  
Foundation

# Safeguarding Children Services

Safeguarding Children  
Online Training

The Safeguarding Children online training course is an important step in raising awareness of management, staff and volunteers in organisations to assist them to protect children and young people from all forms of abuse and exploitation.

The online course consists of 10 modules with participants required to complete a Knowledge Check at the end of Modules 3, 6 and 10. The online course provides an introduction to the prevention of child abuse in organisations.

### Module 1. Introduction

Participants will learn:

- An introduction to the resources
- Looking after yourself

This module will take approximately 5 minutes to complete.

*Introduction to resources*

*Looking after yourself*

### Module 2. Understanding child abuse

Participants will learn:

- Definitions of child abuse and neglect
- Descriptions of the different types of child abuse
- Discussion of who is responsible for child protection in Australia and New Zealand
- The importance of reporting child abuse and neglect
- Indicators of child abuse
- All children and young people are vulnerable to abuse
- Everyone is responsible keeping children safe

This module will take approximately 15 minutes to complete.

*Defining child abuse*

*All children and young people are*

*Categories of child abuse*

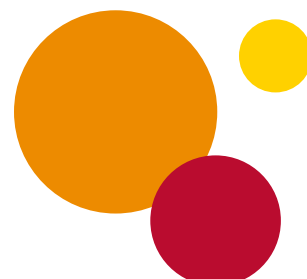
*vulnerable to abuse*

*Indicators of child abuse*

*Responsibility for child protection*

*An international perspective*

*Why children don't tell*



### Module 3. Understanding child abuse in organisations

Participants will learn:

- About the prevalence of child in organisation
- Types of child abuse more common in organisations
- Factors which protect children and those which place them at-risk in organisations
- The perpetrators of child abuse in organisations
- Grooming behaviour and how it happens

This module will take approximately 15 minutes to complete.

*Keeping children safe in organisations*

*What is grooming behaviour?*

*Case Studies of organisational abuse*

*Examples of grooming behaviour*

#### Knowledge Check 1

### Module 4. Safeguarding commitment and culture

Participants will learn:

- A Safeguarding Culture is critical to keep children safe in organisations
- Open and transparent leadership contributes to a Safeguarding Culture
- Safeguarding Commitment is achieved by all personnel through their everyday work
- Safeguarding Commitment must be modelled from leadership through to service delivery
- A Safeguarding Culture is one where everyone can speak up if they have a concern

This module will take approximately 5 minutes to complete.

*Commitment and culture*

*Low and high risk organisational cultures*

*Features of a safeguarding culture*

### Module 5. Creating safer organisations through the Code of Conduct

Participants will learn:

- About the importance of a Code of Conduct for all personnel
- The expected behaviours of personnel outlined in the Code of Conduct
- How they can approach situations where they cannot follow the Code of Conduct
- What organisations need to have in place if there is a breach in the Code of Conduct

This module will take approximately 15 minutes to complete.

*Issues for organisations to consider*

*Use of social media and online platforms*

*Sexual misconduct*

*Transporting children*

*Physical contact with children*

*Photographs of children and young people*

*Adhering to role boundaries*

*Overnight stays and sleeping arrangements*

*Supervision*

*Positive guidance*

*Promoting equity and diversity*

*Use of language and tone of voice*

*Change rooms and bathrooms*

*Giving gifts*

*Use, possession and supply of alcohol or other drugs*

*Examples of Codes of Conduct*

## Module 6. Creating safer organisations through recruitment, induction and training

Participants will learn:

- How to safeguard children in your organisation through adopting sound practices for recruiting and screening personnel.
- How recruitment and screening practices can deter people who may wish to harm children and young people from targeting your organisation.
- Tools and information to help determine if an applicant may pose a risk to children and young people.
- The importance of training to give personnel the confidence to keep children safe.

This module will take approximately 10 minutes to complete.

*Recruitment and screening*

*Job advertisements*

*Position Descriptions*

*Interviews*

*Pre-employment checks*

*Referees*

### Knowledge Check 2

## Module 7. The Voice of the Child and parents/caregivers

Participants will learn:

- Processes starting with children
- The principles of hearing the voice of the child
- The challenges for creating child focused services
- How organisations can involve families
- How to use input and feedback from families to adapt and plan their services
- Why it is important that children and young people have an opportunity to provide feedback about everyday concerns

This module will take approximately 10 minutes to complete.

*Taking a child rights approach*

*Consulting with children and young people*

*An organisational perspective in working from The Voice of the Child*

*Speaking to parents and carers about their relationship to an organisation*

*Reflections from children and young people*

## Module 8. Recognising diversity and inclusion

Participants will learn:

- All children are vulnerable to abuse and neglect
- The importance of all children and young people being respected and welcome
- Promoting equity and diversity of all children

This module will take approximately 5 minutes to complete.

*Vulnerabilities of children and young people    Preventing exclusion of vulnerable cohorts*

## Module 9. Responding to concerns regarding child safety

Participants will learn:

- The importance of reporting alleged child abuse and neglect
- The reporting responsibilities of organisations
- The importance of reporting all concerns
- Responding to concerns of abuse in a child-focused manner
- Why personnel can be hesitant to report concerns about child safety

This module will take approximately 20 minutes to complete.

*The importance of reporting child abuse    Mandatory Reporting*  
*Making reports    Reportable Conduct*  
*Fair process in reporting    Awareness of abuse*  
*Why people don't report child abuse    Responding to disclosure from a child*  
*Jurisdictional Reporting Authorities*

## Module 10. Risk assessment

Participants will learn:

- Keeping children safe is about recognising and managing risk
- Addressing risk in a systematic and practical way is a key component of keeping children safe
- Specific programs/services will have unique risk
- Risk can come from physical, situational or service delivery environments

This module will take approximately 5 minutes to complete.

*Undertaking risk assessments    Risk rating matrix*  
*Key service areas of risk*

## Knowledge Check 3



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## Contact us



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