Flowchart:

CHILD SAFETY REPORTING PROCESS

Who can report?

- **Parent**
- **Child**
- **Staff member or volunteer**

What to report?

Any child safety concerns, including:

- disclosure of abuse or harm
- allegation, suspicion or observation
- breach of Child Safe Code of Conduct
- environmental safety issues

Call 000 if a child is in immediate danger

How?

In person, letter, email, telephone call or meeting. Personnel may also report directly to external authorities where required or appropriate

Who to?

Any staff member, Child Safety Officer or Executive Director

What happens next?

The Rabbinical College will:

- listen, record the concern and take immediate steps to protect the child
- notify or report to external authorities where required, without delaying any personal reporting duty
- support those affected, coordinate any investigation appropriately and review safeguards where necessary

Outcome

Concern addressed; child supported; relevant reporting and investigation completed; outcome communicated where appropriate; safeguards updated where necessary.