

**POLICY NUMBER: SSCPOL007:3****POLICY TITLE: Procedures where concerns about risk of significant harm relate to the actions of a student, trainee or apprentice.**

Supersedes: SSCPOL007:2

Release Date: January 2020

Review Date: January 2021

**1.0 PURPOSE AND SCOPE**

The purpose of this policy is to ensure a clear understanding of correct procedures to be followed where concerns about risk of Significant harm relates to the actions of a student, trainee or apprentice.

This policy relates to all Skillset Ltd and Skillset Senior College Limited (SSC) staff and students

**2.0 POLICY**

Where concerns about risk of significant harm relate to an alleged perpetrator who is a student, trainee or apprentice, the same procedures for reporting are to be followed as detailed in SSCPOL002 and SSCPOL003.

It will be crucial to ensure that any child or young person, who may have been harmed by the behaviours of an alleged perpetrator, is safe and supported.

If a student, trainee or apprentice of any age engages in behaviours that could in the view of the appropriate staff constitute sexual or physical assault, the matter should be reported to the police.

If the student, trainee or apprentice is under 18 years, the report to the police should occur in a process determined in discussion with the Child Protection Helpline (133 627). In some circumstances the Helpline will advise Police; in others, the Child Protection Officer will do so.

In circumstances where abusive behaviours have occurred, appropriate disciplinary procedures should be considered. This could include applying sanctions to the person who has breached discipline but would follow consultation with police or the Department of Family and Community Services (FaCS) where relevant.

If there are concerns that a child or young person exhibiting the abusive behaviour may be at risk of harm, a report should also be made to FaCS about the child or young person in accordance with these procedures.

Authorised by: Abbey Barrett

Position: SSC Head of College

Date: January 2020