



Child Protection Policy

When referenced in this document, International School of Performing Arts (ISPA) includes the Australian International Girls Choir.

The International School of Performing Arts (ISPA) adheres to The Children and Young Persons Act 1993 (CYPA) as well as the Australian National Principles for Child Safe Organisations. ISPA staff members adhere to the ISPA's Child Safe Code of Conduct and understand they have a legal obligation to protect the children in their care. This policy outlines the key points of Child Protection at ISPA.

Our ISPA community is comprised of many individuals, working together to achieve common goals. We are proud to have such a diverse group of students and we are committed to providing a safe physical and emotional environment for all students and staff members.

Please note that this document touches on some sensitive topics about Child Protection; should you have any questions please talk to the ED – Corporate Services, Kylie Lee-Archer.

The Children and Young Persons Act 1993 includes the following provisions:

- Mandated protection against physical, emotional and sexual abuse, as well as neglect
- Reporting obligations for any person who suspect that a child or young person is being ill-treated
- Protection of the privacy of children and young persons
- Regulation of childcare centres and services to ensure they meet the required standards for the care and protection of children
- Penalties for those who fail to comply with the provisions of the Act

The Australian National Principles for Child Safe Organisations are:

- Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- Families and communities are informed and involved in promoting child safety and wellbeing.
- Equity is upheld and diverse needs respected in policy and practice.
- Processes to respond to complaints and concerns are child focussed.
- People working with children are suitable and supported to reflect child safety and wellbeing values in practice.
- Staff members are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- Implementation of national child safe principles is regularly reviewed and improved.
- Policies and procedures document how the organisation is safe for children and young people.

Child Safe Environments Training

ISPA has strategies in place to supervise, train and support staff members to understand their mandatory reporting obligations and their responsibilities to create a child safe environment.

These strategies include, but are not limited to:

- all staff members receiving an annual induction pack with their appointment letter that includes the ASPA Staff Handbook and all relevant child safe policies and procedures
- ISPA senior staff members reiterating child safe procedures, including mandatory reporting obligations, at Staff Training Days
- encouraging staff members to invite students to provide their input and be involved in classroom activity decisions, and raise any complaints or concerns to a staff member, or by contacting Head Office.

Child Participation

If any students experience or observe bullying or unsafe behaviour or practices, we encourage them to:

- make it clear to their peers that this is not acceptable behaviour
- speak with an ISPA staff member or contact Head Office

Reporting of Child Abuse

Singapore's Ministry of Social and Family Development articulates reporting obligations in instances of suspected child abuse. All staff members are invited to seek the support of the Executive Director – Corporate Services, Kylie Lee-Archer, in any case they feel concerned about the safety of an ISPA participant.

Child Abuse is defined as any act of commission or omission by a parent or caregiver which would endanger or impair the child's or young person's physical or emotional well-being. Child abuse may be in the form of physical abuse, emotional and psychological abuse, sexual abuse, and neglect.

Suspected Abuse is, but is not limited to, the risk of significant harm in relation to current concerns. Current concerns may relate to:

- harm that is recent
- harm that is not accidental
- harm that is likely in the foreseeable future if nothing changes
- the child having contact with someone who has caused significant harm to either them or another child in the past
- past harm with a continuing and significant impact on the child

ISPA staff members should be aware that failing to make a report of risk of significant abuse in relation to a child or young person may constitute a breach of their duty of care.

Use of Images, Audio and Video

By submitting payment and enrolling in an ISPA program, parents and guardians agree to the Terms of Enrolment, allowing ISPA the use of photographs, audio and video recordings of relevant activities for educational purposes, staff training and in promotional material. All media will support a positive message and not include the child's full name. Use of ISPA school program images for ISPA promotional purposes only are negotiated on a case by case basis with individuals and schools.

ISPA informs parents, guardians and staff members that they cannot photograph or film students during session times for personal use.

When selecting and using media ISPA:

- Only uses appropriate images of the child undertaking a relevant activity
- Ensures the image supports a positive message
- Does not publish the participant's name

Please refer to the website for the ISPA Privacy Policy. If ISPA staff members or families have any concerns regarding an image posted on our social media platforms or used in a promotional campaign, or feel it may be harmful, please contact the Executive Director–Marketing and Business Development, Jasmine Cruickshank on +61 3 9859 6499 or via email to headoffice@aspagroup.com.au. Jasmine will review the image and respond to the query as soon as practicable.

Informing the ISPA community of the legislative liability of Child Protection

All ISPA staff members receive a copy of this policy upon appointment, and in the case of a policy revision, along with the Child Safe Code of Conduct. Students, parents and guardians are directed to view this policy and our Child Safe Code of Conduct, listed on our website, via the Terms of Enrolment distributed annually.



Nicole Muir
CEO

Updated Date: September 2024

Acts and Regulations

Singapore – Children and Young Persons Act 1993

ACT – Children and Young People Act 2008 and Working with Vulnerable People (Background Checking) Act 2011

NSW – Children's Guardian Act 2019, Children and Young Persons (Care and Protection) Act 1998, Children and Young Persons (Care and Protection) (Child Employment) Regulation 2015, and Child Protection (Working with Children) Act 2012

QLD – Child Protection Act 1999, Child Employment Act 2006 & Working with Children (Risk Management & Screening) Act 2000

SA – Children and Young People (Safety) Act 2017 and Child Safety (Prohibited Persons) Act 2016

VIC – Children, Youth and Families Act 2005, Child Wellbeing and Safety Act 2005, Child Employment Act 2003 and Worker Screening Act 2020

WA – Children and Community Services Act 2004 and Working with Children (Criminal Record Checking) Act 2004