

St John's Primary School is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

## Introduction

Catholic education is an active partnership between family and school, where families are recognised as the first and ongoing educators of their children. Schools and families partner in the shared privilege and responsibility for children and young people's faith formation, learning, safety and wellbeing.

At St John's Primary School we hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our school. Our commitment is drawn from and inherent to the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the gospel (CECV Commitment Statement to Child Safety).

At St John's Primary School, it is our mission to provide an environment where:

- genuine connection and belonging results in authentic learning and nurturing of every child;
- to consciously create smaller classes so that every one of our students feels valued, safe, cared for and known.
- our contemporary catholic education instils a nurturing, warm and supportive environment where all of our students feel safe, represented, valued and heard.
- We personalise learning to cater to the learning and social and emotional needs of every student. The explicit teaching of social and emotional skills is a key component of each school day, helping our students to understand themselves as members of our school and wider community, and to develop a strong sense of their own identity and to use their experiences and their voice.
- We authentically welcome, learn about, come to deeper understanding of and celebrate our diversity; our diversity of cultures, of faiths, of families, of ourselves and of our individual learning needs

Our school Vision exemplified this deeper understanding of our aims of creating a safe, supportive, understanding and patient environment.

At St John's Primary School,  
We are preparing the way  
as a learning and faith community by  
celebrating our catholic identity  
by setting high standards,  
honouring the dignity of all and  
supporting diversity.  
We are preparing the way  
so that all can succeed and embrace the fullness of life

- At the very heart of each Catholic school is a desire for the full flourishing of each student, across religious, physical, cognitive, emotional and social domains. Here we support students to grow in virtue and to embrace a view of themselves and the world that leads to peace, justice, and the prospering of the whole of creation *from MACS Horizons of [Hope Foundation Statement: Families as partners in Catholic school communities](#)*

- As educators, we have a moral, mission-driven and legal responsibility to uphold and actively promote the wellbeing and safety of every student entrusted to our care. *(from the CECV Commitment Statement to Child Safety.)*

## Purpose

The purpose of this Policy is to outline the strategies and actions that we have in place at St John's Primary School to ensure that families, carers and other members of the school community are informed about relevant child safety and wellbeing matters and are involved in the promotion of child safety and wellbeing at the school.

This Policy takes into account the specific requirements of the Child Safe Standards as set out in Ministerial Order No. 1359.

## Scope

This Policy applies to school employees, volunteers, contractors and clergy. It should be read in conjunction with related school policies and procedures, including:

1. Child Safety Framework
2. Child Safety Code of Conduct
3. Child Safety and Wellbeing Policy

## Principles

At St John's Primary School, the following principles underpin our commitment to family engagement:

- Families and carers should have the opportunity to participate in decisions relating to child safety and wellbeing which affect their child.
- Our school engages and openly communicates with families, carers and other members of the school community about our child safe approach.
- All members of the school community should have access to information relating to child safety and wellbeing.
- Families, carers and other members of the school community must have the opportunity to provide input into the development and review of the school's policies and practices relating to child safety and wellbeing.
- Families, carers and other members of the school community have the right to be informed about the operations and governance of the school in relation to child safety and wellbeing.

## Policy

St John's Primary School is committed to ensuring that all members of our school community are kept informed about relevant child safety and wellbeing matters and are involved in the promotion of child safety and wellbeing at St John's Primary School.

We implement the following strategies and actions to ensure that we are able to meet this commitment.

### Strategies / actions used by school leadership

The Principal, the school governing authority and school leaders at St John's Primary School recognise their particular responsibilities to communicate and engage with families, carers and other members of the school community in relation to issues regarding child safety and wellbeing. Strategies and actions used to carry out this responsibility include:

- utilising the St John's Primary School Engaging Families in Child Safety Policy to inform and guide curriculum planning, policies and practices
- supporting staff, through appropriate professional learning, to strengthen their communication and engagement skills and to understand the value and importance of effective communication and engagement

- identifying opportunities for parents and carers to participate in decisions that affect their child's safety and wellbeing
- ensuring that existing policies and practices relating to child safety and wellbeing are made publicly available so that they are easily accessible to families, carers and other members of the school community
- engaging with families, carers and other members of the school community to collaboratively develop and periodically review policies and practices relating to child safety and wellbeing
- creating opportunities to ensure that members of the school community are adequately informed about the school's operations and governance relating to child safety and wellbeing

## Strategies / actions used by school staff, volunteers, contractors and clergy

School staff, volunteers, contractors and clergy at St John's Primary School also have a responsibility to support the school governing authority and school leaders in communicating and engaging with families, carers and other members of the school community regarding child safety and wellbeing. Strategies and actions used to carry out this responsibility include:

- creating and maintaining open lines of communication with families, carers and other members of the school community, particularly with respect to child safety and wellbeing matters
- liaising with parents and carers in relation to any concerns and/or decisions that affect their child and giving them the opportunity to contribute to any discussions, where appropriate
- ensuring that parents, carers and others in the school community are updated and involved in child safety and wellbeing
- ensuring they act in accordance with the principles set out in this Policy when managing issues relating to child safety and wellbeing

## External references

### Related Resources – Melbourne Archdiocese Catholic Schools

[eXcel: Wellbeing for learning in Catholic school communities](#)

[Horizons of Hope: Vision and Context](#)

[Horizons of Hope: Families as Partners](#)

[Horizons of Hope: Wellbeing](#)

## Evaluation

- This policy will be reviewed in consultation with members of the wider community as part of the school's two-year review cycle of its child safety practices.
- Update of the policy will occur if any new requirements come to hand.

Responsible director	Director, Learning and Regional Services
Policy owner	General Manager, Student Wellbeing
Approving body/individual	MACS Board
Approval date	13 April 2022
Risk rating	High
Date of next review	April 2023

POLICY DATABASE INFORMATION	
Related documents	
Superseded documents	
New policy	New