

 <b>NEW NORCIA</b> SERVICES		Procedure
		<b>Mandatory Reporting Procedure</b>
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## 10.00 Safeguarding Policy

### 10.02 Mandatory Reporting Procedure

#### Purpose

New Norcia Services is committed to the fundamental belief that all children and adults at risk have the right to be physically and psychologically safe at all times and that we at New Norcia share in the collective responsibility in protecting all children and adults at risk in our society.

#### Mandatory Reporting

A Mandatory Reporter is one of the following:

- Police Officer
- Teacher
- Nurse
- Doctor
- Midwife
- Boarding Supervisor
- Minister of Religion

An Approved Class of Person is either a:

Principal of:

- Department of Education
  - Catholic Education School
- or

Operations Manager of Child Abuse Squad

or

Officer in Charge of Child Assessment and Interview Team (WAPOL)

If you are not a Mandatory Reporting Officer but have reached a 'reasonable belief' that a child is being abused you should report this to the Safeguarding Coordinator or a Safeguarding Officer any one of the above listed personnel. Once your concern has been reported to one of the correct personnel as above it is lodged online with the Dept of Child Protection & Family Support or a call made directly to the Dept.

Only those fitting the above criteria are eligible to lodge the concern directly with the Dept.

#### Safeguarding Coordinator and Safeguarding Officers within the Parish & Workplace

The same Mandatory Reporting process will apply in the case of there being a case of a reasonable belief that a child is being abused within the parish and workplace.