SEYMOUR COLLEGE

# CHILD AND YOUNG PERSON SAFE ENVIRONMENTS - RAISING AND RESPONDING TO CONCERNS POLICY

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| Last Review: | November 2024 (and at least once in every five year period thereafter in accordance with the College's review cycle, or more frequently as required) |
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| Reviewed by: | Executive |
| Policy Owner: | The Principal |
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## 1 Statement of Context and Purpose

Seymour College (the **College**) is committed to protecting all children and young people who access our school and site from all aspects of harm or risks of harm, and has established strategies, practices, policies and procedures to uphold this public commitment.

This policy sets out in an accessible, child focused, culturally safe and easily understood manner, the ways in which concerns about all forms of child abuse and harm or risks of harm to children or young people:

- May be brought to the College's attention; and
- Will otherwise be dealt with, both internally and in accordance with the College's external reporting obligations.

Other concerns may be raised by members of the College community in accordance with the {Complaints and Grievance Handling Policy and Procedure}(available on the College website).

This policy is a procedure for responding to and reporting child abuse allegations for the purpose of the National Principles for Child Safe Organisations, the *Children and Young People (Safety) Act 2017* (SA), the *Criminal Law Consolidation Act 1935* (SA) and the *Child Safety (Prohibited Persons) Act 2016* (SA), and forms part of the College's child and young person safe environments framework (underpinned by the *Child and Young Person Safe Environments Policy*).

## 2 Application

This policy applies to all Board members, the Principal, employees, volunteers, contractors, work experience students and other authorised personnel required to perform functions on the College's premises, or at College-organised activities and events. Collectively, these individuals are referred to as 'staff'.

This policy extends to any other person who is engaged in student-connected work at the College, or that otherwise has direct and regular contact with the College's students (whether supervised or not).

## 3 Relevant Principles

Staff have a variety of mandatory reporting obligations in relation to child abuse and harm or risks of harm. The College is guided by this policy to fulfil its (and its staff's) obligations and aims to ensure that:

- Staff, students and members of the College community feel encouraged to raise concerns in accordance with this policy.
- Contact details of Student Safeguarding Officers are readily available and widely known to the College community.
- All concerns are treated seriously, with the utmost importance and are responded to in a prompt, appropriate, sensitive and thorough fashion.
- The College and its staff have knowledge and an understanding of their legal obligations with their reporting obligations, and comply with these proactively.
- The College's processes for responding to concerns (and the complaints process generally) are legally compliant (with regard to privacy laws, reporting obligations and employment law), culturally safe and understood broadly - including by children and young people, families and staff.
- Investigations are conducted fairly and without bias, promptly and without undue delay.
- All reasonable steps are taken to protect the identity and wellbeing of a child or young person who is the subject of a concern, and no adverse action is taken against a person who raises a concern (or is a child or young person who is the alleged victim of child abuse or harm or risk of harm).
- All reasonable steps are taken to co-operate with law enforcement agencies regarding concerns, and that these are reported to relevant authorities regardless of the legal obligation to do so.
- Members of the College community understand and have confidence in the processes that will be followed by the College in response to concerns.
- This policy is child and young person-focused and can be easily understood by the College community, in particular students.

When complying with this policy, it must be appreciated that fulfilling the roles and responsibilities contained herein will not displace or discharge any other obligations that arise if a person reasonably believes that a child or young person is at risk of child abuse or harm or risk of harm.

## 4 Raising Concerns

### 4.1 How the College Community May Raise Concerns with the College

*If you believe that a child or young person at the College is at immediate risk of harm or danger, you should immediately phone SA Police on 000.*

If you are a member of the College community (other than a member of staff), with a concern about child abuse or harm or risk or harm involving a child or young person

at the College, then you are encouraged to raise that concern with the Principal, a member of the College Executive Team, or a Student Safeguarding Officer.

Relevant contact details for the College's Student Safeguarding Officers are set out in the below table:

| Name | Position |
|---|---|
| Kate Kilpatrick | Deputy Principal Wellbeing & Operations |
| Natalie Paelchen | Deputy Principal Academics & Professional Practice |
| Yoon-Ah Lee | Head of McGregor Campus |
| Carolyn Cochrane | Director of Boarding |
| TBC | Director of Performance |
| Angela Foley | Director of Sport |
| Rachel Butler Wills | Acting Dean of Senior Years |
| Ramon Bartholomeusz | Dean of Middle Years |
| TBC | Head of Early Years |
| Natalie Guthrie | Director of Finance & Operations |
| Fiorella Bolam | Safety Risk & Compliance Manager |
| Teresa Dwyer | People & Culture Manager |

Student Safeguarding Officers can also be contacted via Reception on (08) 8303 9000.

The student safeguarding officer will inform the Principal via phone or in person immediately once they have received a report.

The College has appointed the Principal as its senior Student Safeguarding Officer. The Principal has an important role in the promotion and maintenance of a child and young person safe culture at the College. The Principal is also responsible for ensuring overall College compliance with the processes outlined in this policy. Where a concern relates to a Student Safeguarding Officer, it should be reported to the senior Student Safeguarding Officer.

The Student Safeguarding Officers will receive appropriate training and support in relation to child and young person safety and wellbeing, prevention of harm and risk of harm, and responding to concerns.

The Student Safeguarding Officers are able to act as a source of support, advice and expertise to staff on matters relating to the safety and wellbeing of children and young people at the College and liaise with the Principal and the College Executive Team to maintain visibility of the safety and wellbeing of children and young people. Staff are encouraged to speak with Student Safeguarding Officers should they hold any concerns relating to the safety and wellbeing of children and young people.

As the safety and wellbeing of students is the College's paramount consideration, you are encouraged to make a report, whether or not you have formed a suspicion on reasonable grounds that child abuse or harm or risks of harm to a child or young person at the College has occurred.

### 4.2 How Staff Will Deal with Their Own Concerns

Staff with, or who are aware of concerns about child abuse or harm or risks of harm must also address any concerns they may have in accordance with this policy.

### 4.3 Concerns About the Principal or the Board

Where a concern relates to the Principal or a Board member, concerns should be raised with the Chair of the Board via email at

seymourcollegeboard@seymour.sa.edu.au

or via post: 546 Portrush Road, Glen Osmond SA 5064.

In those circumstances, the Chair of the Board will be responsible for meeting the Principal's responsibilities as set out in this policy.

## 5 The College's Response

This section sets out how the College will acknowledge a concern about child abuse or harm or risks of harm involving a child or young person at the College.

### 5.1 Receiving a Concern

Staff, upon becoming aware of a concern, are required to:

- Listen to the concern in a considerate, patient and supportive manner (and appropriately where the concern is coming from a child or young person).
- Identify the party or parties involved.
- Confirm the basic details, without seeking extensive information, casting judgment or asking suggestive or leading questions.
- Take a detailed file note.
- Remain balanced and not assess the validity of the concern(s) being raised.
- Explain that other people may need to be informed about the concern, in order to stop any inappropriate or unlawful behaviour and to comply with the College's legal obligations and procedures.
- Confirm that the College takes the concern seriously.
- Offer support to the child or young person(s) involved in the concern, and their families. This may include encouragement to access confidential wellbeing and support services, either internal or external to the College.
- Outline the process that will be followed by the College in dealing with the concern, in accordance with this policy.

Staff should then:

- Promptly and thoroughly manage the response of the College (including by monitoring the College's overall compliance with this policy and accounting for alternatives if the staff member allocated to resolve the concern is unable to perform their role).
- Comply with their personal reporting obligations as set out in this policy.

- Notify the Principal, a member of the College Executive Team, or a Student Safeguarding Officer, about the concern.

- If the Student Safeguarding Officer or member of the College Executive Team is the subject of the concern, notify the Principal about the concern.

- If the Principal is the subject of the concern, notify the Chair of the Board about the concern.

The College will then take such steps as it considers appropriate to protect any child or young person connected with a concern until it is resolved, including by ensuring that any mandatory reporting obligations are met, and also, that concerns, allegations, suspicions or disclosures are made to relevant authorities (including but not limited to the Department for Child Protection via the Child Abuse Report Line (CARL) on 131 478 and/or SA Police) have been met, regardless of whether there is a legal obligation to report.

### 5.2 Resolving the Concern

The College will investigate the concern where appropriate, which will ordinarily require a determination, on the balance of probabilities, whether the concern is substantiated or not.

When doing so, the College will take into account the diversity and characteristics of the College community to ensure equity is upheld and act to reduce barriers to inclusion.

The decision-maker will usually be the Principal (or their nominee), although where the concern relates to the alleged conduct or misconduct of the Principal then the decision-maker will be the Chair of the Board. The College may rely on legal or third-party assistance to investigate or determine the concern.

Where a concern involves allegations against a staff member, the College will need to notify the staff member about those allegations (to the extent that it is appropriate to do so, which may initially involve only notification that there has been a concern), outline the process to be followed, and advise the staff member about the process pending the resolution of the concern (which may, in appropriate cases include the staff member being stood down, without judgment, while the concern is being dealt with).

To the extent that the College decides it is appropriate or practicable to do so, any investigation will usually involve:

- Interviewing the subject of the concern and key witnesses or individuals (noting that more than one interview may be required).

- Reviewing relevant documents, correspondence and materials of substance.

- Taking notes of any interviews (or where appropriate, transcripts of audio recordings of any interviews) during the investigation.

- The relevant decision-maker determining whether, on the balance of probabilities, the concern is substantiated.

Witnesses being interviewed will not be unreasonably refused a support person.

If a concern is substantiated, the College will take appropriate action (which may, in the case of a current staff member, potentially include summary dismissal for serious misconduct). Even if a concern is not substantiated, the findings made by the College during the course of investigating the concern may, in certain cases, still result in disciplinary action (including dismissal).

Following the conclusion of its investigation, the College will indicate the outcomes of the investigation to:

- The person, or child or young person who raised the concern.
- The person subject of that concern (where appropriate).
- Any external authorities (including but not limited to the Department for Child Protection via CARL and SA Police) to whom a report is required to be made.

### 5.3 The College May Need to Adjust this Policy to Reflect the Circumstances

This policy applies regardless of whether the alleged behaviour which is the subject of a concern, occurred on or outside College grounds, or concerns current or former students.

It may not be appropriate or possible for the College to investigate a concern in strict accordance with this policy where a concern is raised with the College and:

- An investigation by the Department for Child Protection, SA Police or the Teachers Registration Board of South Australia relevant to the concern is ongoing.
- Civil or criminal proceedings relevant to the concern are ongoing.
- The concern relates to the conduct of current or former students.
- The concern relates to the conduct of former staff.

In such circumstances, the College will seek and act on legal advice to comply with this policy to the extent it is appropriate to do so (and in particular to protect the safety and wellbeing of all current students of the College).

### 5.4 Keeping the College Informed

It is the College's preference that members of the College community (including children and young people at the College, staff, volunteers, parents, etc) promptly inform the Principal, a member of the College Executive Team or a Student Safeguarding Officer of any matters on the subject of a potential reporting obligation under this policy which relate to the College community, so that the College can coordinate the information and support the Police and affected children or young people and their families as required.

However, the College appreciates that in some cases it will be necessary for an external report to be made before the College is notified (and nothing in this policy is intended to limit a person's right, or obligation, to make external reports). At the very least, the Principal, a member of the College Executive Team, or a Student Safeguarding Officer should be notified after an external report is made.

### 5.5 Reflection and Continuous Improvement

The College will analyse concerns and incidents to identify causes and (if applicable) systemic changes to inform continuous improvement.

## 6 Other Considerations

### 6.1 Concerns Relating to Other Students

This policy also applies to concerns involving the behaviour of other students.

Where a concern involves child abuse or other inappropriate behaviour allegedly perpetrated by a student, the College will comply with its mandatory reporting obligations, and may otherwise exercise its discretion to inform SA Police.

Subject to any Police clearance which may be required, the College will otherwise deal with student-on-student behavioural issues in accordance with its student behavioural management procedures and any other relevant student discipline policies and procedures.

### 6.2 Information Provided to Children and Young People

Children and young people are provided with age-appropriate information during class time and through school assemblies about what to do in response to an allegation of suspected child abuse and the need to promptly alert a member of staff if they suspect that they, or a peer, is suffering from child abuse or harm or risk of harm.

Information provided to children and young people includes, but is not limited to:

- Remain calm.
- Promptly seek help and speak to a trusted staff member (including a member of the College Executive Team or a Student Safeguarding Officer) about the concern.
- Remember this is not your fault, you are not to blame and are not in trouble.
- Tell the story in your own words, with as much detail as you can.
- Do not be afraid of saying the “wrong” thing.
- Listen carefully to any instructions you receive from staff (or if applicable, the Police or other authorities).
- Listen carefully to information you receive from staff about what will happen next (for example, and subject to the circumstances, authorities notified, parents informed, internal and/or external investigation).
- Be reassured that that you have done the right thing.

### 6.3 Records

The College will make, keep and secure clear and contemporaneous records of any concerns raised in accordance with this policy, and the steps taken by the College to respond to those concerns.

### 6.4 Support

The College will afford appropriate support to children and young people the subject of, or otherwise connected to, concerns raised under this policy, particularly until the concern is resolved.

If a concern involves a child or young person who identifies as Aboriginal or Torres Strait Islander, or is from a culturally and/or linguistically diverse background, has a disability or is otherwise vulnerable (including without limitation children or young people who identify as LGBTQIA+, or are unable to live at home), steps will be taken to ensure that the child or young person, and their family, is supported to understand the situation and are supported (including via the use of an interpreter where required).

The College will also provide appropriate support to staff who make mandatory reports under this policy, or who are assisting the College or families with the process outlined in this policy.

### 6.5 Cooperation with Authorities

The College will cooperate with any external authorities (including but not limited to the Department for Child Protection and SA Police) in relation to a concern or report (whether made under this policy or otherwise).

### 6.6 Confidentiality

Appropriate confidentiality will be maintained at all times when dealing with concerns under this policy, with information only being provided to those who have a right or otherwise, on a "needs to know" basis.

### 6.7 Communication

Where appropriate, the College will provide parents, carers and guardians with guidance and support where a child or young person is the subject of a concern.

Staff do not require consent from a child or young person's parents before making a mandatory report in accordance with this policy. Similarly, staff are not required to disclose that a mandatory report has been made.

However, the College will keep families updated as it considers appropriate about the way in which it is dealing with concerns affecting that family's child.

### 6.8 Victimisation is Not Tolerated

The College will not tolerate victimisation towards someone because they have raised or participated in a process contemplated by this policy, including by raising a concern or making a mandatory report.

## 7 The College's Reporting Obligations

Schedule 1 sets out the out the main mandatory reporting obligations that apply to the College and its staff.

The College treats seriously its reporting obligations and recognises that the protection and safeguarding of children and young people is everyone's responsibility.

Whilst the Principal, the College Executive Team and Student Safeguarding Officers are primarily entrusted with day-to-day responsibility for ensuring that these reporting obligations are met, all staff and appropriate personnel are required to uphold the ethos of this policy by ensuring that safety and wellbeing matters of children and young people are reported internally, and externally where required.

Staff will receive training on their personal reporting obligations to achieve this.

## 8 Communication and Implementation

### 8.1 Communication

This policy is made publicly available on the College's website. This policy can also be accessed via the College's intranet SOCS.

This policy is available to staff as part of the College's and the Board's internal policies and procedures. Aspects of (and updates to) the College's child and young person safe environments framework, including this policy will be addressed in the College's professional development updates, training programs, bulletins and newsletters.

### 8.2 At Board / Principal Level

To properly implement this policy:

- The Board and Principal will review this policy and the College's children and young people safe practices at least once every five years in accordance with the *Children and Young People (Safety) Act 2017* (SA) (or more frequently after a significant child or young person safety and wellbeing incident) and implement improvements where applicable.

- The College will lodge a new Child Safe Environments Compliance Statement with the DHS each time the policy is reviewed and updated.

- Families and the College community will be afforded the opportunity to contribute to the review and development of the College's children and young people safety and wellbeing policies and practices (including this policy).

- Periodic training and refresher sessions on this policy are provided to all staff.

- The Principal is responsible for monitoring staff compliance with this policy. All staff must ensure that they abide by this policy and assist the College implementing this policy.

### 8.3 At Other Levels

To properly implement this policy, all staff must ensure that they will abide by this policy and assist the College in the implementation of this policy.

## 9 Related Documents

<u>Legislation</u>

*Children and Young People (Safety) Act 2017* (SA)

*Criminal Law Consolidation Act 1935* (SA)

*Child Safety (Prohibited Persons) Act 2016* (SA)

*Teachers Registration and Standards Act 2004* (SA)

Schedules to this Policy

Schedule 1: Mandatory reporting obligations

Policies

*{Child and Young Person Safe Environments Policy}*

*{Staff Code of Conduct}*

*Grievances Handling Policy and Procedure*

Fact sheets

Report suspected harm of children and young people | Department for Child Protection

Criminal offences | Department for Education

## SCHEDULE 1

### 1 Definitions

For the purposes of this policy, key terms have been defined below:

1.1 **Child or Young Person** is a person under 18 years of age, for the purposes of the *Children and Young People (Safety) Act 2017* (SA).

A child is also a person under 18 years of age for the purposes of the *Criminal Law Consolidation Act 1935* (SA), except for the purposes of the criminal offence set out in section 65 the *Criminal Law Consolidation Act 1935* (SA) in which a child is under 17 years of age.

1.2 **Harm** is defined in section 17 of the *Children and Young People (Safety) Act 2017* (SA) to mean physical or psychological harm (whether caused by an act or omission), including harm caused by sexual, physical, mental or emotional abuse or neglect. Psychological harm does not include emotional reactions such as distress, grief, fear or anger that are a response to the ordinary vicissitudes of life.

1.3 **Mandatory Notifiers** are people who are obliged by law to notify the Department for Child Protection via the Child Abuse Report Line (**CARL**) if they suspect on reasonable grounds that a child is or may be at risk. Under section 30 of the *Children and Young People (Safety) Act 2017* (SA), the following persons are Mandatory Notifiers:

- Teachers.
- Employees of, or volunteers in, an organisation that provides health, welfare, education, sporting or recreational, child care or residential services wholly or partly for children and young people, being a person who –
    - (a) Provides such services directly to children or young people, or
    - (b) Holds a management position in the organisation, the duties of which include direct responsibility for, or direct supervision of, the provision of those services to children or young people.
- Prescribed health practitioners (namely, medical practitioners, pharmacists, registered or enrolled nurses, dentists, psychologists).
- Police officers.
- Community corrections officer under the *Correctional Service Act 1982* (SA).
- Social workers.
- Minister of religions.
- Employees of, or volunteers in, an organisation formed for religious or spiritual purposes.

1.4 **Parent** includes a guardian or carer, and 'parents' has a corresponding meaning.

1.5 **Prescribed Persons** are people who are obliged by law to report child sexual abuse to SA Police. Under section 64 of the *Criminal Law Consolidation Act 1935* (SA), a

Prescribed Person is an employee of the College or another institution such as a school (including volunteers, contractors, those who undertake practical training with the College as part of an educational or vocational course, or those who carry out work as a minister of a religion or as part of the duties of a religious or spiritual vocation).

1.6 Prohibited Persons are people who are prohibited from working with children. Under the *Child Safety (Prohibited Persons) Act 2016* (SA), a Prohibited Person is a person to whom a prohibition notice has been issued, a person who, under a law of the Commonwealth, or of another State or Territory, is prohibited from working with children (however described), a person who has been found guilty of a prescribed offence committed as an adult.

1.7 Working with Children Check (WWCC) relates to people working or volunteering with children in South Australia who must, by law, have a valid, 'not prohibited' WWCC. A WWCC is an assessment of whether a person poses an unacceptable risk to children. As part of the process, the Screening Unit will look at criminal history, child protection information and other information.

## 2 Failure to Report Offence

Refusal or failure by a Prescribed Person (defined at section 1.5) to report the sexual abuse of a child under the age of 18 years to SA Police is an offence under section 64A of the *Criminal Law Consolidation Act 1935* (SA), and carries a potential term of imprisonment.

This applies where you are a Prescribed Person, and know, suspect or should have suspected that another person (the abuser) has previously engaged in the unlawful sexual abuse of a child while an employee of the College, and the child is still under 18 years, the abuser is still an employee of the College or another institution such as a school, or the unlawful sexual abuse occurred during the preceding 10 year period, or is engaging (or is likely to engage) in the unlawful sexual abuse of a child.

If you are a Prescribed Person, you 'should have suspected' if a reasonable person in the same position would have formed the suspicion on the same grounds. A reasonable suspicion is not the same as having proof, but is more than mere rumour. For example, a person might form a reasonable suspicion if:

- A child at the College states that they have been sexually abused.
- A child at the College states that they know someone who has been sexually abused (sometimes they may be talking about themselves).
- Someone who knows a child at the College states that that child has been sexually abused.
- Professional observations of the child's behaviour or development leads a professional to form a suspicion that the child has been sexually abused or is likely to be abused.
- Signs of abuse lead to a suspicion that the child has been sexually abused.

If you are not sure whether they have a reasonable suspicion, or the need for a report to SA Police (or the appropriate body), you must consult with the Principal, a member of the College Executive Team, an Student Safeguarding Officer or the appropriate body to which a report must be made.

If you know or have formed a reasonable suspicion in relation to child sexual abuse, you must immediately report that to SA Police.

You must then make a further report on each occasion on which you become aware of any further reasonable grounds for the suspicion.

Please note that fulfilling the roles and responsibilities contained in this policy does not displace or discharge any other obligations that arise if you reasonably suspects that a child is at risk of child abuse.

## 3 Mandatory Reporting

Mandatory Notifiers (defined at section 1.3) have mandatory reporting obligations under the *Children and Young People (Safety) Act 2017* (SA). Failure to make a mandatory report is an offence under the *Children and Young People (Safety) Act 2017* (SA) and carries a maximum penalty of a $10,000 fine.

If you are a Mandatory Notifier and you:

- Suspect on reasonable grounds that a child or young person is, or may be, **at risk** (see below), and
- That suspicion was formed in the course of your employment,

You must report that suspicion as soon as is reasonably practicable after forming the suspicion.

Examples of when a child or young person will be taken to be at risk include:

- When the child or young person has suffered or is likely to suffer harm (**harm** is defined at section 1.2).
- When the child or young person will be removed from the state for the purpose of unlawful medical or other procedures, taking part in a marriage ceremony or taking part in criminal activity.
- Where the parents of the child or young person are unable or unwilling to care for the child or young person, or have abandoned the child or young person (or cannot be found), or are dead.
- The child or young person has been persistently absent from school without satisfactory explanation.
- The child or young person has no fixed address.

A mandatory report can be made by telephoning the Child Abuse Report Line (**CARL**) on **13 14 78**.

Additional reports must be made on each occasion where you become aware of any further reasonable grounds for the belief.

Staff must check whether they are a Mandatory Notifier.

A Mandatory Notifier must make a report even if a Student Safeguarding Officer does not share their belief that the report must be made. The College will afford support where appropriate to mandatory reporters who make a report under this policy.

Within 48 hours of making the CARL report and informing a Student Safeguarding Officer, the staff member should then print and complete the Mandatory Notification Record which can be found on SOCS {here}. The completed record should be given in hard-copy form to the Principal via handing it directly to the Principal or via the Student Safeguarding Officer the internal report was made to. These hard copy forms will be filed confidentially in the Principal's office.

## 4 Teachers Registration Board of South Australia

In accordance with section 37 of the *Teachers Registration and Standards Act 2004* (SA), the College must notify the Teachers Registration Board of South Australia within 7 days if:

- The College dismisses or accepts the resignation of a practising teacher for one or more of the following reasons:

  (a) The teacher is a Prohibited Person (defined at 1.6);

  (b) A working with children check (defined at 1.7) has not been conducted in relation to the teacher within the preceding 5 years;

  (c) In response to an allegation of unprofessional conduct made against the teacher; or

  (d) Incompetence.

- The College becomes aware of any of the following in relation to the practising teacher:

  (a) That the teacher's capacity to teach is, or may be, seriously impaired by an illness or disability affecting the person's behaviour or competence as a teacher;

  (b) That an allegation of unprofessional conduct is made against the teacher; or

  (c) The teacher is not, in the opinion of the College, a fit and proper person to be a registered teacher.

- The College becomes aware, in relation to a former practising teacher within 12 months immediately after the teacher ceases to be employed at the College, that an allegation of unprofessional conduct is made against the teacher.

## 5 Contacting the Online Reporting System (e-CARL)

Contacting the Online Reporting System (**e-CARL**) should be considered if, after taking into account the available information, a staff member forms any concerns about a child or young person's wellbeing but a mandatory report is not required.

Anyone with a concern for a child or young person's wellbeing can submit a report via e-CARL. If the Principal does not wish to make a mandatory report, this does *not*

discharge the Mandatory Notifier's legal obligation to do so if the mandatory reporter suspects that a child or young person is, or may be, at risk. In that circumstance, the Mandatory Notifier must still make a report to CARL, and in the case that they know, suspect or should have suspected the sexual abuse of a child, to SA Police.

Examples of situations where contacting e-CARL may be appropriate, but may not necessarily enliven mandatory reporting obligations, include:

- Significant parenting problems that may be affecting the child or young person's development.
- Family conflict, including family breakdown.
- A family under pressure due to a family member's physical or mental illness, substance abuse, disability or bereavement.
- Young, isolated and/or unsupported families.
- Significant social or economic disadvantage that may adversely impact on a child or young person's care or development.

Many cases will not fit neatly into these categories. For guidance about whether contacting e-CARL should be considered, staff should speak to the College's Student Safeguarding Officers and refer to information available on the Department for Child Protection website.

Reportsto e-CARL can be submitted on the online reporting system.