

Disclosure Reporting Process



Uniting Church in Australia
SYNOD OF VICTORIA AND TASMANIA

Keeping
Children
Safe



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Disclosure Reporting Process

Who can report?

Child

Parent

Congregational
Leader

Congregational
Members

What to report?

Any child safety concerns, including:

- disclosure of abuse or harm
- allegation, suspicion or observation
- breach of Code of Conduct

Listen without judgement or fear, use open questions, show empathy

Do Not Problem Solve

Call 000 if a child is in immediate danger

To whom?

Culture of Safety contact person OR ministry agent OR Synod Culture of Safety unit for advice on reporting to relevant state authorities

How?

- Face-to-face conversation, phone or email contact with Culture of Safety contact person. Phone (03) 9251 5288 OR
- Email the Synod Culture of Safety unit: cultureofsafetycontact@victas.uca.org.au

What happens next?

- The Culture of Safety contact person will help arrange pastoral support to the child, the parents, the person who reports and the respondent; and
- The Synod Culture of Safety unit will support the matter being reported to the relevant authorities and manage process, making a report as soon as possible if required.

Follow-up

The Synod Culture of Safety unit may:

- Suggest ongoing pastoral support of those affected,
- Support the ongoing investigation by the relevant authorities
- Provide feedback to the congregation, and
- Make recommendations regarding preventative measures.

