

Child Safe Policy

We are Idameneo (No 123) Pty Ltd (ACN 002 968 185), Sidameneo (No. 456) Pty Ltd (ACN 089 995 817) and our related body corporates, together the medical and dental centre division of Limestone Bidco Pty Limited (ForHealth Medical & Dental Centres, we, us, our).

This Policy extends to ForHealth's services and applies to:

- Employees
- Health Care Professionals
- Independent Contractors
- Third Parties

Purpose

The ForHealth Group (ForHealth) acknowledges it has a responsibility to provide an environment that is safe for children and young people. The purpose of the Child Safe Policy (this Policy) is to:

- Prevent harm to children and young people at our Centres
- Provide personnel with clear guidance on their child safeguarding responsibilities
- Embed each of the National Principles for Child Safe Organisations throughout ForHealth.

National Principles for Child Safe Organisations

ForHealth embeds the National Principles throughout the organisation. The National Principles are a set of 10 principles that provide a nationally consistent framework to help organisations create cultures, systems, and practices that promote child safety and wellbeing.

Related Policies, Procedures and Documents

This Policy is supported by a range of internal policies, procedures and guidance documents that outline how ForHealth implements and maintains a Child Safe Framework.

This includes processes for recruitment and screening, complaints handling, risk management, codes of conduct, privacy, information security and workforce management.

Statement of Commitment to Child Safety

At ForHealth we are committed to providing a safe environment for all children and young people who visit our Centres. We recognise the safety of children as being of paramount importance and we are dedicated to embedding child safety into our everyday practice through robust policies and procedures.

Our commitments:

- **Zero-tolerance for abuse:** At ForHealth, we have zero-tolerance for all forms of child abuse and harm.
- **Child-centred Care:** We maintain the best interests of the child as a primary consideration when providing care. Children are actively involved in discussions about their health, treatment and care (as appropriate to their age, maturity and understanding).
- **Qualified and Suitable Personnel:** We engage personnel who are suitable to work with children by adopting stringent recruitment and screening processes, including WWCC and Criminal History Checks (as required by State/Territory law).
- **Child Safe Risk Management:** We adopt a proactive approach to identifying and mitigating child safety risks. We implement effective strategies to ensure a safe environment for children and young people.
- **Training and Education:** We deliver ongoing child safe training and education to employees, to equip them with the skills and knowledge required to keep children at our Centres safe.
- **Policies and Procedures:** We implement comprehensive child safe policies and procedures that comply with the National Principles.
- **Continuous Improvement:** We regularly review and improve our child safety policies, procedures and practices to ensure they remain in line with best practices and comply with relevant legislation.

Diversity and Inclusion

Priority Populations

ForHealth acknowledges and respects the diverse needs of children and recognises that some children may be more susceptible to abuse than others. ForHealth is committed to protecting the safety of children and their families from the following priority population groups:

- Culturally and Linguistically Diverse (CALD)
- First Nations
- LGBTIQA+
- People with a disability; and
- Victim-survivors of family, domestic and sexual violence (FDSV).

Providing a Culturally Safe Environment

ForHealth is committed to providing culturally safe, responsive and appropriate care to children and families from diverse backgrounds. At ForHealth, we:

- Engage with diverse communities to ensure we provide culturally sensitive and safe care for those from CALD and non-English speaking backgrounds
- Consult with First Nations groups when planning initiatives that may have a significant impact on the needs of children and families.

Child Safe Recruitment and Screening

ForHealth adopts robust recruitment, screening, and induction processes to ensure suitable individuals are engaged to work with children. We comply with WWCC requirements, in accordance with relevant legislation in each State/Territory.

Child Safe Complaints Handling & Reporting

ForHealth takes child safety complaints seriously. We respond to complaints, disclosures, concerns, suspicions, and allegations relating to child safety.

Child Safe Legal Obligations

ForHealth complies with its child safe legal obligations, including but not limited to the following:

- Reportable conduct
- Mandatory reporting
- Failure to report / disclose child abuse offence
- Failure to protect child from abuse
- Organisational duty to prevent harm to a child.

Child Safe Risk Management

ForHealth recognises the importance of identifying, assessing, and managing risks of child abuse in both the physical and online environments. ForHealth adopts a Child Safe Situational Prevention approach to minimise risks of harm and abuse to children.

Roles & Responsibilities

ForHealth is committed to embedding child safeguarding across the organisation. Child safeguarding is a shared responsibility, with Board, Executive Leadership, Managers, Employees, Contractors and Volunteers all playing an important role in creating and maintaining a child safe culture.

- The Board provides oversight of child safeguarding governance and monitors the organisation's commitment to maintaining a child safe environment
- Executive Leadership is responsible for embedding the Child Safe Framework across the organisation, promoting a culture of child safety, and ensuring appropriate resources and systems are in place to support child safe practices
- Leaders and Managers are responsible for implementing this Policy within their areas of responsibility, promoting child safe practices, supporting their teams, and responding appropriately to child safety concerns.
- Employees, contractors and Volunteers are responsible for complying with this policy, acting on the best interest of children and young people, reporting any concerns or suspected breaches of child safety requirements and contributing to a culture where children and young people are safe, respected and heard.

Record Keeping

We manage child safety records in accordance with the *Privacy Act 1988* (Cth) and our *Privacy Policy*. We retain child safety records for a minimum of **7 years** and keep complete and accurate records of all serious child abuse matters for a period of **45 years**.

ForHealth ensures that child safety records are:

- Preserved in a suitable physical and digital environment that ensures records are not subject to degradation, loss, alteration, corruption or deletion.
- Secure from unauthorised access.

Information Sharing

ForHealth may share information that relates to the protection, safety and wellbeing of children with other prescribed bodies, in accordance with relevant State/Territory legislation.

Surveillance and CCTV

ForHealth has installed CCTV cameras within Centres to support a safe and secure environment for personnel, children, and visitors. ForHealth adopts the following best practice principles in relation to CCTV footage.

- Personal information obtained through CCTV footage is managed in accordance with our *Privacy Policy*, the *Privacy Act 1988* (Cth) and the Australian Privacy Principles (APPs).
- CCTV footage is stored securely in a locked cabinet/room. Digital storage is protected through computer and network security measures, including logins and passwords, private keys, authentication, encryption, firewalls, and virus protection software.
- CCTV footage is retained for 31 days unless required for an investigation or legal purpose.
- CCTV footage is deleted or destroyed when it is no longer required.
- CCTV footage can be viewed locally by authorised persons using a secure login.

Breaches of this Policy

ForHealth takes all concerns and alleged breaches of this Policy seriously. Reports will be responded to promptly and managed fairly, respectfully and in accordance with ForHealth's Child Safe Complaints Handling Procedure.

Where appropriate, ForHealth will take proportionate action to address concerns, support those involved, and strengthen child safe practices through continuous improvement.

Review and Feedback

This Policy is reviewed annually, or earlier as required in accordance with legislative and/or regulatory updates.

If patients, careers or children have questions or feedback on this policy they can contact ForHealth. Contact details are available here <https://www.forhealth.com.au/contact/>