

**PRESENTATION SISTERS WAGGA WAGGA
RESPONDING AND REPORTING OF DISCLOSURES OF ABUSE OF A CHILD OR ADULT-AT-RISK**

You receive a disclosure of either past or present abuse

Or you witness behaviour of serious concern with a child



Contact the Safeguarding Officer or the Congregation Leader to discuss the nature of the disclosure
(A factual written description needs to be recorded)



IS THERE A MANDATORY REPORTING OBLIGATION?
(Is the child or adult at risk of significant harm?)

YES



A notification is made by the Congregation Leader

If person is in immediate danger contact the police on 000.



Sister, employee, or volunteer, the person will be immediately suspended from duties.



Document the disclosure and the action taken.
Keep a copy of any paperwork
Ensure that Australian Catholic Safeguarding Ltd is notified and seek their advice on any further action.
A copy of all records must be held in the Congregation Office

Ongoing discussion of the case plan. Review Child Protection policies. Consult with appropriate agencies

Child Protection Helpline 132111

Office of the Children's Guardian 2019 www.kidsguardian.nsw.gov.au

NO



What is the follow up plan for the person
Are there other children or adults who may be at risk

Document the follow-up plan.

If the matter is not reportable but involves an employee or volunteer, an independent investigation will take place.

Reporting concerns about adults-at-Risk:
See Appendix 2