



CHILD SAFETY FRAMEWORK USER GUIDE

Victorian Mandatory Reporting of Child Abuse Summary

The following Child Safe resource is provided as a reference only.

This document and its content is provided as a guide for your organisation as of July 2020. Your organisation should also consider referencing any information, documents and strategies that might be specifically required for your organisation and relevant to its circumstances, structure and operations.

The information contained in this document is general in nature and should not be considered or relied upon as a substitute for legal advice.

Please note that references in [square brackets] throughout this document should be tailored for your organisation's policies and procedures.

Cricket Victoria recommends using this resource with due consideration and consulting a child safe expert or legal advisor to assist with any questions.

1. IMMEDIATE DANGER OR LIFE THREATENING SITUATION INVOLVING A CHILD OR YOUNG PERSON

Report the matter immediately to police - call 000.

2. FAILURE TO DISCLOSE OFFENCE

In Victoria, ALL adults who have a reasonable belief that child sexual abuse of a child under 16 years, by an adult, has occurred or is likely to occur MUST report that belief to police.

3. REPORTABLE CONDUCT

In addition, under the Victorian Reportable Conduct Scheme, if they occur on Cricket Victoria “declared” overnight stays or camps, or you are a person who is required to report, under the Reportable Conduct Scheme, the following acts/behaviour, or reasonable beliefs or suspicions of acts/behaviours or likely acts/behaviours MUST be reported to the Commission for Children and Young People (CCYP) within three business days:

Sexual offence committed against a child	Sexual misconduct committed against a child
Sexual offence committed with a child	Sexual misconduct committed with a child
Sexual offence committed in the presence of a child	Sexual misconduct committed in the presence of a child
Physical violence committed against a child	Behaviour that causes significant emotional or psychological harm to a child
Physical violence committed with a child	Significant neglect of a child
Physical violence committed in the presence of a child	

4. MANDATORY REPORTERS

Mandatory Reporters MUST report to the Department of Health & Human Services (DHHS), child physical and sexual abuse (actual or likely) where the child’s parents have not protected or are unlikely to protect them. See the DHHS website to check who is mandated to report in Victoria.

5. MORAL OBLIGATION TO REPORT

In cricket in Victoria, even if you are not a mandatory reporter, nor required to report under the Reportable Conduct Scheme to report a concern about a CYP (eg, some of the above acts/behaviours or reasonable beliefs or suspicions of the behaviour listed above have not occurred on a Cricket Victoria declared overnight camp or stay), you can and are advised to report matters to DHHS and CCYP that you reasonably believe or suspect did cause or are likely to cause significant harm to a child under the age of 18 years.

6. DEFINITIONS – “REASONABLE BELIEF” AND “SIGNIFICANT HARM”

“Reasonable belief” is “a belief that a reasonable person in the same position would have formed the same belief on the same grounds”.

“Significant” harm or neglect is “more than trivial or insignificant, but need not be as high as serious and need not have a lasting permanent effect”.

How to make a report to child safety authorities

IS THERE A HELPLINE MANDATED REPORTERS CAN CONTACT TO DISCUSS A POSSIBLE REPORT PRIOR TO MAKING ONE?

Child protection intake staff are experienced practitioners skilled in receiving reports and discussing with reporters their concerns about a child. The legislation requires mandatory reporters to make a report to child protection as soon as practicable after forming the belief and after each occasion you become aware of any further grounds for the belief.

WHO CAN I CONSULT?

As a mandated reporter, the legislation requires you to make a report to child protection as soon as practicable after forming the belief and after each occasion you become aware of any further grounds for the belief.

Also, any person in Victoria is entitled to make a report to DHHS or CCYP if they believe a child is in need of protection from actual or likely significant harm AND that they have not or are unlikely to be protected by their parents/guardians – you don't need to be a mandatory reporter. Child protection staff are experienced practitioners skilled in receiving reports and discussing concerns about a child with reporters.

HOW DO I MAKE A REPORT?

In Victoria, reports to child protection must be made to a protective intervener, or other appropriately delegated officer. Reports cannot be made via the DHHS website or email, as staff who monitor the department's website are not delegated officers. Almost all reports are made to child protection by phone.

To make a report, you should contact the child protection intake service covering the local government area (LGA) where the child normally resides.

Telephone numbers to make a report to DHHS during business hours (8.45am -5.00pm), Monday to Friday, are listed below:

North Division intake: 1300 664 977

South Division intake: 1300 655 795

East Division intake: 1300 360 391

West Division intake - metropolitan: 1300 664 977

West Division intake - rural and regional: 1800 075 599

If you are not sure which number to call, check the following website for details on the LGAs covered by each intake service at [Child protection contacts](#).

FOR IMMEDIATE HELP FOR A CHILD:

To report concerns that are life threatening, you should contact Victoria Police: **000**

To report a matter to CCYP under the Reportable Conduct Scheme: **13 12 78**

To report concerns about the immediate safety of a child outside of normal business hours, you should contact the After Hours Child Protection Emergency Service on **13 12 78**.