

A Pathway to a Child Safe Organisation

PHASE 1 - Prepare and Plan

- All leadership, staff, and volunteers understand their responsibilities
- Complete the WA CCYP self-assessment tool to identify the gaps and risks
- Role model an ongoing child-safe culture at every level of the organisation
- Develop a risk management plan to address identified gaps and risks
- Understand your legal obligations (mandatory reporting, WWCC, etc)
- Sign up to the [Child Safe Project eNewsletter](#)
- Explore the [Child Safe Organisations Knowledge Hub](#)
- Embed input from children, families, and communities in all phases

PHASE 2 - Develop and Implement

- Train staff, volunteers, and leadership
- Appoint a child-safe champion or committee
- Develop a commitment statement and get the governance sign-off
- Update or create child-safe policies and child-friendly versions
- Identify high-risk or high-priority areas for immediate action
- Embed child safety into onboarding, training plans, and policy manuals

PHASE 3 - Monitor and Continuous Improvement

- Create feedback mechanisms for children, families, staff, and volunteers
- Embed implementation discussions into regular supervision, meeting agendas, and reporting
- Allow leadership to assess progress and manage risks based on data
- Use complaints, incidents, and feedback to drive change and learning
- Celebrate and communicate small and large successes

PHASE 4 - Sustain the Change

- Regularly update policies based on feedback and legislative change
- Report on child-safe progress to governance, leadership, and stakeholders
- Provide ongoing education and refresher training for staff and volunteers
- Include child safety as a standing item in operational and governance meetings