



Child Safety and Safeguarding Program

Reportable Conduct Policies and Procedures

Introduction to Reportable Conduct Policies and Procedures

St Patrick's College

The Child Wellbeing and Safety Act 2005 (Vic) (CWS Act) requires the College to investigate and report to the Commission for Children and Young People (CCYP) allegations of Reportable Conduct, or misconduct that may involve Reportable Conduct, against employees (reportable allegations).

Under the CWS Act, the "head of entity" for the College must notify the CCYP of a reportable allegation against an employee of which the "head" becomes aware. The "head of entity" for the College must also notify the CCYP of the outcomes of the College's internal investigation into the matter.

The "head of entity" for the College is the EREA VSL Chief Executive Officer.

This section of the Child Safety and Safeguarding Program sets out the College's expectations, systems, policies and procedures for enabling persons to report reportable conduct both internally and to the CCYP, and for such reports to be investigated and responded to by the College.

The Policies and Procedures in this Section

The Policies and Procedures in this section of the Child Safety and Safeguarding Program are:

- [Reportable Conduct Key Definitions](#)
- **[Reportable Conduct for Staff Policies and Procedures](#)**
 - [Reporting Reportable Conduct Internally Policy and Procedures](#)
 - [Reportable Conduct Procedure for Staff: Reportable Conduct Investigations](#)
 - [Reportable Conduct Procedure for Staff: Reportable Conduct Findings](#)[Reportable Conduct Procedure for Staff: Information Sharing About Reportable Conduct Investigations](#)
- [Reportable Conduct for the Principal and Child Safeguarding Officers Policies and Procedures](#)
 - [Head of the College's Responsibilities](#)
 - [Notifying MACS, the CCYP and the Police](#)
 - [Initial Response to Reportable Allegation](#)
 - [Risk Management and Risk Assessments \(Reportable Conduct\)](#)
 - [Post-Investigation Actions](#)
 - [Record Keeping About Reportable Conduct](#)

Where these Policies and Procedures refer to Staff and to certain categories of Volunteers and Contractors, these terms include people who are working at or for the College as well as people who are working at or for the Boarding School.

Similarly, where these Policies and Procedures refer to students, this term includes all students as well as boarding students.