



Whitehorse
Manningham
Libraries
open for discovery

Proudly owned by



1040 Whitehorse Road, Box Hill, 3128
(PH) 9896 4333
www.wml.vic.gov.au
web@wml.vic.gov.au

Child Safe Policy – Child Friendly Version

Policy Number	POL/23/2
Child Friendly Version Created	August 2023
Responsibility	Manager Corporate Services

All library users have the right to feel safe.

No one should behave in a way that makes you feel afraid or unsafe, including anyone in your family, anyone in the library or anywhere else in the community.

PURPOSE

All children and young people should feel safe and are important members of our community. We do not tolerate bullying, unsafe behaviour or ignoring the voices of our youngest members.

Children and young people with different beliefs and backgrounds are all welcome. We have this policy to help keep children safe in our libraries. It helps our community understand their responsibility to Child Safety.

WHO DOES THIS POLICY APPLY TO?

When we say the word 'we', it means library staff, volunteers and work placement students. All members of our community have a responsibility to keep children safe.

POLICY COMMITMENTS

We aim to make our libraries safe and friendly.

We will:

- Encourage children to participate and respect their views
- Provide children and young people with information on what they can do if they feel unsafe
- Value all children and young people, regardless of their differences
- Do all we can to make our library buildings safe
- Listen to concerns voiced about keeping children and young people safe from harm
- Monitor our online environments
- Make decisions about our libraries and programs that consider the needs and safety of children and young people.

Our Staff

We have rules that tell our library staff how we should behave at work and how we should work with children and young people.

We will always make sure our staff have:

- A working with children check
- A clear police check
- Read the rules about working in a library
- Training on how to keep children safe
- Knowledge about what to do if a child or young person says they feel unsafe.

Reporting Abuse

If you feel unsafe or someone has hurt you in the library, go to one of our friendly staff who will help you. They will listen to you and take action. They can contact our Child Protection Officers (Coordinator Youth Services, Manager Library Operations or Manager Corporate Services) if they need advice.

We will respect the privacy of children and young people and what they have to say and will take the right action.

Children and Young People's Voices

We value and respect differences and love to hear from our younger library users.

We will help and include all children and young people:

- With different backgrounds
- That are different shapes and sizes
- With different beliefs and ideas
- That have different abilities

We will think about all of these things when we make decisions about our library collections, buildings and activities.

Further Information

If you don't know what to do and you would like to talk to someone on the telephone call the **Kids Helpline 1800 55 1800**.