

Declaration of Assurance and Compliance (Regulated Activities)

Church Authority: <Name>

Date: <Date>

This declaration relates to all activities/entities/ministries governed by the Church Authority which are covered by an external accreditation or audit process.

The information provided in this form will assist CPSL to gain an understanding of the existing assurance processes in place for education, health, welfare and/or other services, to inform future audit processes for these types of regulated activities.

Section 1: About the Organisation - requests information about the Church Authority.

Section 2: Declaration of Assurance and Compliance - lists the NCSS Criteria and Indicators and requests information regarding existing accreditation or audit processes as at the current date.

NB: Information provided as part of this Declaration of Assurance and Compliance must be accurate and complete and will be verified as part of the Church Authority's scheduled audit.

Should you have any queries in relation to completing this document, please do not hesitate to contact Tania Stegemann, CPSL Director of Compliance on 0439 974 470.

Section 1: About the Church Authority

Activity Description	
Name of Church Authority	
Activities/entities/ministries covered by this Declaration of Assurance and Compliance (type of service and sector)	
Location(s) of activities/entities/ministries covered by this Declaration of Assurance and Compliance	
Type of Existing Assurance Coverage Please include last accreditation/certification date and accreditation/certification expiry date where applicable	

Section 2: Declaration of Assurance and Compliance

Please provide details of external assurance coverage against each of the NCSS. Where an indicator is not covered by external assurance processes, please provide your self-assessment of compliance against the indicator and attach relevant documents where applicable to support your self-assessment.

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document attached where indicator not covered by existing assurance processes
Standard 1: Committed leadership, governance and culture			
Criteria 1.1 The entity publicly commits to child safeguarding and takes a zero-tolerance approach to child abuse	1.1.1 The entity has a Child Safeguarding Policy that is approved and endorsed by the Church Authority and/or relevant leadership body and is publicly available.	<i>Please include details regarding how this indicator is audited under any existing accreditation or external assurance process.</i>	<i>Where indicator is not covered by an external assurance process, please provide details of how compliance with this indicator is achieved.</i>
	1.1.2 The entity publishes a Child Safeguarding Commitment Statement which is openly displayed and publicly available.		
Criteria 1.2 A child safeguarding culture is championed and modelled at all levels of the entity from the top down and bottom up	1.2.1 The Church Authority and leaders of the entity create and maintain an entity's culture of safeguarding by: <ul style="list-style-type: none"> • Promoting child safeguarding regularly; and • Emphasising that child-safeguarding is everyone's responsibility; and • Actively monitoring safeguarding compliance and risk management. 		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document attached where indicator not covered by existing assurance processes
	1.2.2 The entity appoints a Safeguarding Committee at the highest level of leadership to oversee the effective ongoing implementation of child safeguarding practices, including the Child Safeguarding Policy and related procedures and practices.		
	1.2.3 The entity appoints and promotes the role of Safeguarding Coordinator(s), with clearly defined responsibilities for safeguarding children at Diocesan, Religious Institute or Ministerial PJP level.		
	1.2.4 Personnel understand that child safeguarding is everyone's responsibility and are empowered to provide input on child safeguarding practices.		
Criteria 1.3 Governance arrangements facilitate implementation of a Child Safeguarding Policy across the entity's activities	1.3.1 Governance arrangements are transparent and include safeguarding roles and responsibilities to ensure accountability for safeguarding is clear.		
	1.3.2 Where the Church Authority's governance includes countries other than Australia, the entity must apply these standards taking into account relevant international declarations and local legislation.		
Criteria 1.4 A Code of Conduct provides guidelines for personnel on expected behavioural	1.4.1 The Code of Conduct explicitly and equally applies to all personnel and provides guidance on appropriate and expected standards of behaviour of personnel towards children.		

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National Catholic Safeguarding Standards: Draft 2 November 2018

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document attached where indicator not covered by existing assurance processes
standards and responsibilities	1.4.2 The Code of Conduct is written in accessible language and communicated to personnel, children, families and carers.		
	1.4.3 The Code of Conduct takes into account the needs of all children, paying particular attention to Aboriginal and Torres Strait Islander children, children with disability, and children from culturally and linguistically diverse backgrounds and children with particular vulnerabilities, for example, children who can't live at home.		
Criteria 1.5 The entity has risk management strategies focusing on preventing, identifying and mitigating risks to children	1.5.1 The entity has a clearly documented safeguarding risk management plan, as part of its overall risk management strategy, which considers all possible risks relating to children.		
	1.5.2 The entity has appropriate risk management processes in place to assess, evaluate, review and oversee the safeguarding of children participating in, or receiving, ministries off-shore including cultural immersions, pilgrimages, solidarity campaigns and world youth days.		
	1.5.3 Leaders of the entity manage safeguarding risks effectively, through regular identification, monitoring, reporting and review of risks.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document attached where indicator not covered by existing assurance processes
Criteria 1.6 Personnel understand their obligations on information sharing and record keeping	1.6.1 The entity has documented information sharing and record keeping policies and procedures which are communicated to personnel.		
	1.6.2 The entity's information sharing and record keeping policies and procedures relating to all aspects of child safeguarding, including incidents and complaints, apply the following requirements: <ul style="list-style-type: none"> • Complete and accurate records are created and maintained for all incidents, complaints, responses and decisions; • Records are created at the time of, or as soon as practicable following, an incident, complaint, response or decision; • Records are titled, organised and filed logically; • A master copy of each record is formally maintained to ensure duplicate records or multiple copies of the same record are kept to a minimum; • Records are maintained and disposed of in accordance with legislative and statutory requirements, or after a period of 50 years (refer to Indicator 6.1.7), whichever is longer; • Information and/or records are treated 		

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Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document attached where indicator not covered by existing assurance processes
	<p>as confidential and records are appropriately secured;</p> <ul style="list-style-type: none"> • Sharing or distribution of information and/or records is restricted to nominated personnel and is conducted in accordance with relevant legislative and statutory requirements; and • Individuals' rights to access, annotate or request an amendment to records about themselves are recognised to the fullest extent. 		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 2: Children are safe, informed and participate			
Criteria 2.1 Children are informed about their rights, including safety, information and participation	2.1.1 The entity has age and developmentally appropriate strategies to proactively: <ul style="list-style-type: none"> • Engage with children; and • Seek children’s views; and • Consult children about decisions that affect them; and • Consult children about what makes them feel safe and how this can be recognised and implemented by the entity. 		
	2.1.2 The entity ensures children are made aware of their rights, including their right to be safe from abuse, and are informed whom to contact if they have concerns about their safety or the safety of their peers.		
Criteria 2.2 The importance of friendships is recognised and support from peers is encouraged, helping children feel safe and less isolated	2.2.1 The entity provides children with age and developmentally appropriate information about safe and respectful peer relationships, including through social media.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
<p>Criteria 2.3 Where relevant to the setting or context, children and families may be offered access to abuse prevention programs and related information that is age appropriate</p>	<p>2.3.1 Where relevant, the entity provides children and families with information, access and/or referral to abuse prevention programs, appropriate to the child's age, development, ability and level of understanding.</p>		
<p>Criteria 2.4 Personnel are attuned to signs of harm and facilitate child-friendly ways for children to express their views, participate in decision-making and raise their concerns</p>	<p>2.4.1 Personnel have the knowledge, skills and awareness to identify potential signs of harm and actively support children to raise any concerns.</p>		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 3: Partnering with families, carers and communities			
Criteria 3.1 Families and carers participate in decisions affecting their child	3.1.1 The entity supports and encourages families and carers to take an active role in monitoring children’s safety when participating in activities.		
Criteria 3.2 The entity engages and openly communicates with families, carers and communities about its child safeguarding approach, and relevant information is accessible	3.2.1 The entity promotes open dialogue and provides a range of ways for families, carers and communities to contribute to discussions about its child safeguarding approach.		
	3.2.2 The entity provides families, carers and communities with relevant safeguarding information including contact details of the Safeguarding Committee [refer to Indicator 1.2.2] and/or Safeguarding Co-ordinator(s) [refer to Indicator 1.2.3].		
Criteria 3.3 Families, carers and communities have a say in the entity’s policies and practices	3.3.1 Processes are in place to engage families, carers and communities about their views on policies and practices for keeping children safe.		
Criteria 3.4 Families, carers and communities are informed about the entity’s operations and governance	3.4.1 The entity ensures families, carers and communities are aware of the roles and responsibilities of personnel providing ministries or activities directly to their children.		

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Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
<p>Criteria 3.5 The entity takes a leadership role in raising community awareness of the dignity and rights of all children</p>	<p>3.5.1 Appropriate to the context or setting, the entity actively promotes and/or participates in civic engagement activities and/or campaigns which promote whole of community awareness of children’s rights and child abuse prevention.</p>		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 4: Equity is promoted and diversity is respected			
Criteria 4.1 The entity actively anticipates children’s diverse circumstances and backgrounds, and provides support and responds effectively to those who are vulnerable	4.1.1 The entity’s Child Safeguarding Policy [refer to Indicator 1.1.1] and practices reflect an understanding, and identification, of diverse circumstances and experiences that increase a child’s vulnerability to abuse.		
	4.1.2 The entity’s Complaints Handling Policy [refer to Criterion 6.1] and practices demonstrate an understanding of barriers that prevent children from disclosing abuse and barriers for adults recognising and/or responding to disclosures, and articulates processes that reduce barriers to disclosure.		
Criteria 4.2 All children have access to information, support and complaints processes in ways that are culturally safe, accessible and easy to understand	4.2.1 The entity produces child-friendly material in accessible language and formats that promotes inclusion and informs all children of the support and complaints processes available to them.		

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<p>Criteria 4.3 The entity pays particular attention to the needs of Aboriginal and Torres Strait Islander children, children with disability, children from culturally and linguistically diverse backgrounds, those who are unable to live at home, and lesbian, gay, bisexual, transgender and intersex children</p>	<p>4.3.1 The entity's Child Safeguarding Policy [refer to Indicator 1.1.1] and practices reflect attitudes and behaviours that respect the human rights of all children and are inclusive and responsive to diverse needs.</p>		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Criteria 5: Robust Human Resource Management			
Criteria 5.1 Recruitment, including advertising, interview questions, referee checks and pre-employment screening, emphasises child safeguarding	5.1.1 The entity emphasises its commitment to child safeguarding and zero-tolerance approach to child abuse in all aspects of its advertising, screening and recruitment for personnel.		
	5.1.2 The entity documents its child safeguarding approach in recruitment and screening procedures and processes.		
	5.1.3 Positions are assessed for the expected level of contact with children and appropriate child safeguarding recruitment procedures are implemented.		
	5.1.4 Position descriptions, selection criteria, referee checks and interview questions articulate: <ul style="list-style-type: none"> • that children are valued and respected; and • the commitment of the entity to child safeguarding; and where appropriate to the role [refer to Indicator 5.1.3], an understanding of children’s developmental needs and culturally safe practices. 		

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Criteria 5.2 Relevant personnel (including all seminarians, clergy and religious) have current working with children checks or equivalent background checks	5.2.1 The entity has a policy which is implemented that ensures: <ul style="list-style-type: none"> • personnel have a current working with children check as required by legislation prior to working with children; and • where a working with children check is not required by legislation, other background checks for personnel are conducted prior to working with children. 		
	5.2.2 The entity keeps records and monitors the status of working with children checks and/or background checks for all personnel.		
Criteria 5.3 Personnel receive an appropriate induction and are aware of their child safeguarding responsibilities, including reporting obligations	5.3.1 All personnel participate in a safeguarding induction program, which occurs as soon as possible after commencement.		
	5.3.2 All Church Authorities (along with members of their leadership team) who are signatories to a Service Agreement with Catholic Professional Standards Ltd participate in the <i>National Catholic Safeguarding Standards Introductory Session for Leaders</i> within 4 months of commencement.		
Criteria 5.4 Ongoing supervision and people management is	5.4.1 Support, oversight and professional supervision processes for personnel include child safeguarding [refer to Indicator 5.5.3].		

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focused on child safeguarding	5.4.2 Annual performance reviews for personnel include child safeguarding relevant to their role [refer to Indicator 5.5.4].		
NOTE: Criteria 5.5 to 5.8 apply to Church Authorities and related entities with seminarians, clergy and those in formation programs with, or members of, religious institutes.			
Criteria 5.5 Robust processes exist for screening candidates before and during seminary and religious formation. Robust processes are implemented for ongoing formation, support and supervision of clergy and religious	5.5.1 The Church Authority draws upon broad-ranging professional advice in its decision-making relating to candidates for seminary/formation programs and ordination/profession of vows. This includes a positive duty to disclose to other Church Authorities where an applicant or candidate for seminary/formation programs does not continue through to ordination/profession of vows.		
	5.5.2 Seminary and initial formation programs have robust screening processes for candidates, including external psychological and psychosexual assessments.		
	5.5.3 The entity ensures that all bishops, leaders of religious institutes, clergy and religious in active ministry participate in a minimum of 12 hours mandatory professional supervision per year [refer to Indicator 5.4.1].		

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	5.5.4 All clergy and religious in active ministry are subject to oversight, are offered and access ongoing professional development, and participate in annual performance appraisals [refer to Indicator 5.4.2].		
	5.5.5 All newly ordained clergy and newly professed religious are supported with a suitable mentor for at least 5 years post ordination or final profession.		
Criteria 5.6 Seminary and formation programs for clergy and religious have appropriate curriculum to build the knowledge and skills of candidates to understand and lead child safeguarding initiatives	5.6.1 Seminary and initial formation programs have curriculum throughout the formation program which builds candidates' knowledge and skills in a range of areas to support child safeguarding.		
	5.6.2 Seminary and initial formation programs ensure promotion of pastoral responses to victims/survivors of sexual abuse.		
	5.6.3 Seminary and initial formation programs are delivered in such a way as to prevent the development and/or reinforcement of clericalist attitudes and behaviours.		
Criteria 5.7 Credentialing and movement of seminarians, clergy and religious is appropriately managed	5.7.1 The entity implements a system to assess the safeguarding credentials and manage the movement of all seminarians, clergy and religious moving between different seminaries, formation programs and Church jurisdictions.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
<p>Criteria 5.8 Entities which receive overseas clergy and religious for work in religious or pastoral ministry, have targeted programs for the screening, induction, professional supervision and development of these people</p>	<p>5.8.1 Selection and screening procedures for overseas clergy and religious are targeted, thorough and follow, as far as practicable, the same processes as for Australian personnel. This includes the Australian Church Authority obtaining screening information from the international Church Authority.</p>		
	<p>5.8.2 All overseas clergy and religious participate in a Safeguarding Induction program, documented by the entity, before work with children begins.</p>		
	<p>5.8.3 Overseas clergy and religious are supported with a suitable mentor for at least the first 2 years of their time in Australia.</p>		
	<p>5.8.4 The entity ensures that overseas clergy and religious participate in a minimum of 12 hours mandatory professional supervision per year [refer to Indicators 5.4.1 and 5.5.3].</p>		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 6: Effective complaints management			
Criteria 6.1 The entity has an effective Complaints Handling Policy and procedures which clearly outline the roles and responsibilities, approaches to dealing with different types of complaints, reporting obligations and record keeping requirements	6.1.1 The entity's policies, procedures and practices ensure that all mandatory reporting obligations are met.		
	6.1.2 There are documented procedures that provide step-by-step guidance on what action to take for different types of complaints, including breaches of Codes of Conduct, disclosures, allegations or concerns of abuse of a child, be they historic or current.		
	6.1.3 There are documented procedures for identifying and mitigating actual and perceived conflicts of interest in complaint management.		
	6.1.4 The entity works in cooperation with relevant organisations and seeks specialist advice from statutory child protection services when necessary.		
	6.1.5 Key roles and responsibilities in relation to handling complaints are articulated within the Complaint Handling Policy and procedures.		
	6.1.6 The Complaint Handling Policy and procedures differentiate, where appropriate, between a child victim and an adult bringing forward a complaint of abuse suffered as a child.		

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	<p>6.1.7 A process is in place to record all child abuse complaints, incidents, allegations, disclosures, concerns and referrals. The system must be secure so that confidential information is stored, protected and retained for 50 years [refer to Indicator 1.6.2].</p>		
<p>Criteria 6.2 The entity has a child-focused complaints handling system that is understood by children, families, carers and personnel</p>	<p>6.2.1 The complaints handling system prioritises the safety and well-being of children.</p>		
	<p>6.2.2 The Complaints Handling Policy and procedures are made publicly available in a variety of formats, including age and developmentally appropriate for children, enabling complaints processes to be easily understood.</p>		
<p>Criteria 6.3 Complaints are taken seriously, and responded to promptly and thoroughly</p>	<p>6.3.1 The Complaints Handling Policy requires that, upon receiving a complaint of child abuse, an initial risk assessment is conducted to identify and minimise any risk to children. Ongoing risk assessments are required throughout all investigation processes.</p>		
	<p>6.3.2 The Complaints Handling Policy requires that at the completion of the initial risk assessment, where a complaint of child sexual abuse is plausible, and there is a risk that the person may come into contact with children, the person be stood down from their role and/or ministry while the complaint is investigated.</p>		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
	<p>6.3.3 The Complaints Handling Policy is aligned, and operates in conjunction, with the entity's documented disciplinary and grievance policies and processes, in such a way that at the completion of the initial risk assessment, a breach or breaches of the Code of Conduct [refer to Criterion 1.4] in relation to inappropriate behaviour towards a child are effectively investigated and managed, and include provisions for personnel to be redeployed, stood down and/or dismissed [having due regard for Indicator 6.5.1].</p>		
	<p>6.3.4 Complainants are responded to promptly and kept informed as to the progress of dealing with their complaint.</p>		
	<p>6.3.5 Support and care are provided to a child who has experienced or is alleging abuse, and other affected parties.</p>		
	<p>6.3.6 Appropriate confidentiality is maintained with due regard for the Australian Privacy Principles and relevant legislation in relation to information sharing in the context of child safeguarding [refer to Indicator 1.6.2].</p>		
	<p>6.3.7 There are documented policies and processes implemented that empower and support personnel to raise, in good faith, concerns and allegations about unacceptable behaviour towards children by other personnel.</p>		

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<p>NOTE: Indicators 6.3.8 and 6.3.9 apply to Church Authorities and related entities with seminarians, clergy and those in formation programs with, or members of, religious institutes.</p>			
	<p>6.3.8 Where a complaint related to child sexual abuse against a seminarian, clergy or religious is substantiated on the balance of probabilities, or they are convicted of an offence relating to child sexual abuse, that individual should be permanently removed from ministry. The Church Authority must take practicable steps to prohibit these individuals from holding themselves out as being a person with religious authority.</p>		
	<p>6.3.9 Where a cleric or member of a religious institute is convicted of an offence relating to child sexual abuse, the Church Authority must immediately present a case to the relevant dicastery for laicisation, or Superior General for dispensation from vows.</p>		
<p>Criteria 6.4 The entity has policies and procedures in place that address reporting of complaints and concerns to relevant authorities, whether or not the law requires reporting, and co-operates with law enforcement</p>	<p>6.4.1 The Complaints Handling Policy requires that:</p> <ul style="list-style-type: none"> • concerns and complaints of child abuse occurring within the entity be reported to the appropriate statutory authority/ies, regardless of whether the reporting is mandated; and • personnel cooperate with law enforcement procedures and directives. 		

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Criteria 6.5 Reporting, privacy and employment law obligations are met	6.5.1 The Complaints Handling Policy requires that all relevant reporting, privacy and employment law obligations are met.		
Criteria 6.6 The Church Authority ensures mechanisms are in place to care for adult complainants	6.6.1 The entity offers appropriate pastoral care to adult complainants, which recognises their unique needs. This should include an offer from the Church Authority to meet the complainant in person.		
	6.6.2 The Church Authority facilitates adult complainants' access to appropriately trained personnel whose clearly defined roles are to listen to and represent the pastoral needs of the complainant. This is done in consultation with the complainant.		
Criteria 6.7 The Church Authority ensures mechanisms are in place to monitor and support respondents facing allegations	6.7.1 The Church Authority has access to appropriately trained personnel - lay, religious or clergy - whose clearly defined roles are to listen to and represent the pastoral needs of the respondent. This is done in consultation with the respondent.		
	6.7.2 The Church Authority has suitable arrangements in place for the monitoring and support of a respondent, where there is a plausible complaint, until (and if) the Church Authority no longer has responsibility for monitoring the respondent.		

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National Catholic Safeguarding Standards: Draft 2 November 2018

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 7: Ongoing education and training			
Criteria 7.1 Personnel are trained and supported to effectively implement the entity's child safeguarding policies and procedures	7.1.1 The entity provides regular opportunities to educate and train personnel on child safeguarding policies and procedures as a minimum through: <ul style="list-style-type: none"> • Induction [refer to Indicators 5.3.1 and 5.8.2]; and • Refresher safeguarding training (at least every 3 years) 		
	7.1.2 The entity's induction and refresher safeguarding training must as a minimum cover: <ul style="list-style-type: none"> • Code of Conduct [refer to Criterion 1.4] • safeguarding risk management (refer to Criterion 1.5) • Child Safeguarding Policy and procedures [refer to Indicator 1.1.1] • Complaint Handling Policy and procedures [refer to Standard 6] • reporting obligations [refer to Standard 6] e-safety training [refer to Standard 8]		
	7.1.3 The entity keeps records of participation to ensure all personnel attend induction and refresher safeguarding training.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
	<p>7.1.4 The entity ensures that personnel who have specific child safeguarding responsibilities, such as those appointed to the role of Safeguarding Co-ordinator and those appointed to the Safeguarding Committee, receive ongoing support and professional development relevant to their role.</p>		
<p>Criteria 7.2 Personnel receive training to recognise the nature and indicators of child abuse, including harmful behaviours by a child towards another child</p>	<p>7.2.1 The entity provides regular training to relevant personnel which equips them with the knowledge to:</p> <ul style="list-style-type: none"> • understand the nature and impact of child abuse; • understand the nature, factors and impact of institutional abuse; • identify risk factors, such as grooming behaviours; and • understand, identify and respond to abusive behaviours by a child towards another child. 		
<p>Criteria 7.3 Personnel receive training and information to enable them to respond effectively to child safeguarding risks, concerns, disclosures and allegations of child abuse</p>	<p>7.3.1 The entity provides training to equip relevant personnel to appropriately respond to and support those bringing forward concerns, disclosures and allegations of child abuse [refer to Indicator 4.1.2].</p>		
	<p>7.3.2 The entity provides training to ensure personnel are aware of information sharing and record keeping policies and procedures [refer to Indicator 1.6.2].</p>		

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Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
	<p>7.3.3 The entity provides training to ensure personnel are aware of their reporting obligations under State/Territory legislative requirements including:</p> <ul style="list-style-type: none"> • reporting criminal behaviour to Police; • mandatory reporting to child protection authorities; • reportable conduct scheme; and • reporting to other regulatory authorities or government departments. 		
<p>Criteria 7.4 Personnel receive training and information on how to build culturally safe environments for children</p>	<p>7.4.1 The entity provides cultural safety training to equip relevant personnel to create culturally safe environments for Aboriginal and Torres Strait Islander children and children from culturally and linguistically diverse backgrounds.</p>		

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Standard 8: Safe physical and online environments			
Criteria 8.1 Personnel identify and mitigate risks in online and physical environments without compromising a child's right to privacy, access to information, social connections and learning opportunities	8.1.1 The entity's safeguarding risk management plan [refer to Indicator 1.5.1] addresses physical and online risks including risks arising from child to child and adult to child interactions, and the nature of physical spaces.		
	8.1.2 The entity's policies require the use of safe online applications for children to learn, communicate and seek help.		
	8.1.3 Personnel are proactive in identifying and mitigating physical and online risks to children.		
	8.1.4 A policy is documented and implemented that ensures where one-to-one interactions between an adult and a child take place, these interactions are conducted in an open or visible space, or within the clear line of sight of another adult. This includes ministries and/or services such as counselling, one-to-one tuition, the sacrament of reconciliation, coaching, spiritual direction and mentoring.		
Criteria 8.2 The online environment is used in accordance with the entity's Code of Conduct and	8.2.1 Personnel access and use online environments in line with the entity's Code of Conduct and relevant communication protocols.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
safeguarding policies and procedures	8.2.2 The entity routinely monitors the online environment, reporting and responding to breaches of its Code of Conduct or safeguarding policies in accordance with the entity's disciplinary, complaints handling or other relevant processes [refer to Indicator 6.3.3].		
Criteria 8.3 Risk management plans [refer to Indicator 1.5.1] consider risks posed by the entity's settings, activities and physical environments	8.3.1 The entity assesses and mitigates safeguarding risks in the physical environments under its control and/or management including buildings, structures, open spaces, grounds, homes of religious and clergy, and arrangements for live-in carers/caretakers.		
	8.3.2 Where an entity becomes aware that a person (other than personnel of that entity) attending any of its services or activities (including sacramental and liturgical celebrations) is the subject of a substantiated complaint of child sexual abuse, or has been convicted of an offence relating to child sexual abuse, the entity has in place and implements a process for assessing and managing the risks posed to children by that person's ongoing involvement in the service or activity.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Criteria 8.4 Entities that contract facilities and services to and from third parties have procurement policies that ensure safeguarding of children	8.4.1 The entity considers the risks posed to children arising from any third parties engaged by the entity and conducts sufficient due diligence to ensure that the third party has appropriate child safeguarding policies and practices in place.		
	8.4.2 The entity has conducted sufficient due diligence on all third parties who use the entity's facilities to ensure child safeguarding policies and practices are in place.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 9: Continuous improvement			
Criteria 9.1 The entity regularly reviews and improves child safeguarding practices	9.1.1 The entity has a documented Safeguarding Implementation Plan which outlines the monitoring and continual improvement of child safeguarding practices. The Child Safeguarding Implementation Plan is regularly reviewed, progress is tracked and actions/strategies updated.		
	9.1.2 The Church Authority monitors compliance with the National Catholic Safeguarding Standards during systematic visits to parishes, ministries and/or congregational works.		
	9.1.3 The Safeguarding Committee [refer Indicator 1.2.2] coordinates annual self-audits at a local level (parishes, ministries and/or congregational works).		
	9.1.4 The entity's Child Safeguarding Policy is subject to regular review – at least every 3 years.		
Criteria 9.2 The entity analyses concerns and complaints to identify causes and systemic failures to inform continuous improvement	9.2.1 Processes are in place to analyse individual incidents or complaints relating to child safeguarding practices and/or failures.		
	9.2.2 Processes are in place to identify and analyse systemic issues and/or patterns relating to child safeguarding practices and/or failures, and drive continuous improvement.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Criteria 9.3 The Church Authority reports on the findings of relevant reviews to personnel, children, families, carers and community	9.3.1 The Church Authority promotes to all its stakeholders any Audit Reports relating to the Church Authority, and related entities, published by Catholic Professional Standards Ltd.		
	9.3.2 The Church Authority reports on findings of relevant reviews of safeguarding policies, procedures and practices to its stakeholders.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Standard 10: Policies and Procedures support child safety			
Criteria 10.1 Policies and procedures address the National Catholic Safeguarding Standards	10.1.1 All relevant policies and procedures reference appropriate safeguarding approaches, requirements and responsibilities.		
Criteria 10.2 Policies and procedures are accessible and easy to understand	10.2.1 The entity's policies & procedures relevant to safeguarding [refer to Indicator 10.1.1] are readily available and accessible to personnel.		
Criteria 10.3 Best practice policy models and stakeholder consultation inform the development and review of policies and procedures	10.3.1 The entity has processes in place to monitor adherence to policies and procedures relevant to safeguarding.		
	10.3.2 The entity has processes in place to develop and review its policies and procedures relevant to safeguarding. These processes include consulting with and incorporating advice from experts, children, families, carers and communities.		
Criteria 10.4 The Church Authority and leaders champion and model compliance with policies and procedures	10.4.1 The Church Authority and leaders promote and enact all policies and procedures relevant to safeguarding.		

Criteria	Indicator Requirements	Assurance Coverage	Evidence/Document Attached where indicator not covered by existing assurance processes
Criteria 10.5 Personnel understand and implement the policies and procedures	10.5.1 The entity encourages regular discussion and feedback from personnel on their understanding and practical implementation of policies and procedures.		

Section 4: Contact Details

Please provide contact details below of the person submitting the Declaration of Assurance and Compliance on behalf of the Church Authority:

Contact details for person submitting Self-Assessment	
Name	
Title	
Contact Telephone	
Contact Email	