

Child Safe Reporting Process



1 Who can report?

Any child, young person, family or community member.

2 What to report?

- Concerns about the safety of children or young people at a Council service, program or event
- Concerns about the behaviour of Hume City Council Councillors, staff, volunteers or contractors towards children and young people
- Concerns about abuse from children or young people towards other children and young people in Council programs or events.

3 When to report?

As soon as you become aware of an incident or concern.

Remember – if a child or young person is in immediate danger phone police on 000.

4 How to report?

You can make a report by:

- Speaking to a Council officer at the service, event or facility
- Phone: 03 9205 2200
- Email: childsaf@hume.vic.gov.au
- Make a report online

5 What happens next?

Council will:

- Offer support to the relevant people
- Ensure the safety of the children and young people involved
- Hire an independent investigator who will speak with the people involved
- During the investigation the person who the report has been made about may be stood down
- Depending on the facts, make reports to Victoria Police, Commission for Children and Young People or Child Protection.

6 Outcome

- Once the investigation has finished, the relevant people will be notified of the outcome
- Based on the outcome of the investigation, disciplinary action may be taken.

7 Support

Witnessing and discussing child abuse can cause distress.

If you need support you can speak with someone you trust like family or friends.

Other services include:

- Kids Helpline 1800 551 800
- Lifeline 13 11 14