

Early years workers and volunteers and the Reportable Conduct Scheme



COMMISSION FOR CHILDREN
AND YOUNG PEOPLE

The types of Reportable Conduct are:

Against, with, or in the presence of a child

Physical violence

This can include **hitting, punching, kicking, pushing or throwing something that strikes a child or another person**. It can also include the apprehension of violence – words, gestures or actions that cause a child to believe physical force is about to be used against them.

Sexual offences

Sexual offences are criminal and must be reported to Victoria Police. Sexual offences include sexual abuse, assault, indecent acts, possession of child abuse materials and 'grooming'.

Sexual misconduct

This is conduct of a sexual nature that is not necessarily criminal. It can be evidenced through physical action or communication, **including online**. Misconduct can include unwanted/inappropriate touching, inappropriate exposure or conversations of a sexual nature, overly personal/intimate conduct.

Behaviour that causes significant emotional or psychological harm

This can include severe or sustained verbal abuse, coercive or manipulative behaviour, hostility, rejection, humiliation, belittling and scapegoating children. There must be a **clear link** between the adult behaviour and the child's harm. The harm must be **significant**, and more than trivial or temporary.

Significant neglect

This can occur where there is **deliberate or reckless failure** to meet the basic needs of a child which has had, or could have, considerable effect on the child's safety or wellbeing. Neglect includes **physical, emotional, educational and supervisory neglect** – this can include inadequate supervision or failure to seek or comply with medical treatment.

What does it mean for me?

If you are **over the age of 18** and employed or engaged by an approved education and care or children's service (even if you do not have direct contact with children as part of your role) then you are covered by the Reportable Conduct Scheme.

If the organisation you are employed or engaged by is covered by the Scheme, your conduct **both within the organisation and external to it** is covered by the Scheme. This includes as a **volunteer or contractor**.

The Scheme applies to all employees and those engaged by an organisation regardless of the length of time they are employed or engaged – including part-time, full-time, casual or sessional roles.



What do I need to do?

If you think that a worker, volunteer or anybody else covered by the Scheme has committed reportable conduct, or misconduct that may involve reportable conduct, either within or outside of the organisation, then you should report this to the Head of Organisation.

The head of the organisation must report it to the Commission. Additionally, workers, volunteers or parents can also report it to the Commission.