



CHILD SAFE STANDARD 4 : Screening, supervision, training and other human resources practices to reduce the risk of child abuse by new and existing personnel.

Effective screening and training of volunteers and personnel working in your RDA Centre reduces the risk of child abuse by:

- Ensuring the most suitable people are working with your RDA Centre participants.
- Having strong screening process and background checks.
- Ensuring volunteers have a clear understanding of the job description and duties.
- Providing supervision and regular professional development and training for all personnel.
- Understanding the nature and signs of child abuse.

Practical things Centres can do:

- Build child safe selection criteria into recruitment advertisements and interviews, emphasising that RDA Victoria is a Child Safe Organisation with zero tolerance approach in any advertisements or communications.
- Centres can undertake interviews with potential volunteers to establish motives for volunteering.
- Follow up with screening methods such as ensuring WWC is current and that RDA Victoria is included as a registered organisation on their WWC and follow up with referees listed on Volunteer Application Form. You cannot rely on one method solely as they address different criteria.
- Provide ongoing information and training for committee members and volunteers as part of your RDA Centre's approach to professional development.

Resources

Information regarding Working With Children Checks

<https://www.workingwithchildren.vic.gov.au/do-i-need-a-check>

RDA Victoria Recruitment Policy 2017

<https://www.rdav.asn.au/app/uploads/2021/10/RDA-Victoria-Recruitment-Policy-2017.pdf>

Vicsport Child Safe Volunteer Recruitment Guidance including wording for advertisements and interview questions.

<https://goodcdn.app/memberhq/vicsport/uploads/19.1-Child-Safe-Recruitment.pdf>

Commission of Children and Young People Standard 4

<https://ccyp.vic.gov.au/child-safety/being-a-child-safe-organisation/the-child-safe-standards/standard-4-human-resource-practices/>