



CAMP GAN YISROEL NSW
Chabad Youth NSW
Child Safe Reporting Policy

Statement of Commitment to Child Safety

Chabad Youth NSW is deeply committed to the safety, wellbeing and empowerment of all children and young people. We have zero tolerance for child abuse and uphold a culture of safety through strong leadership, staff training and clear policies. We value the voices of children, engage families, and create inclusive, safe environments — both physical and online. Our recruitment and complaint-handling processes prioritise child safety, and we regularly review our practices to ensure they remain effective and aligned with the NSW Child Safe Standards. Child protection is our highest priority and responsibility, and we are dedicated to fostering a safe, nurturing space for every child.

This policy guides how we keep children safe and respond to any concerns across all Chabad Youth NSW programs, including:

- overnight camps (e.g. Camp Gan Israel)
- day camps and holiday programs
- weekly and seasonal activities and events

It is designed for all staff, volunteers, parents and children involved with Chabad Youth NSW. Every person must know what to report, who to report it to, and how to report it confidently and safely.

Introduction

To help keep children safe, we must create, maintain and improve our child safe reporting practices to ensure they remain effective. Everyone in our organisation must:

- know what to report, who to report it to and how to report it
- report any concerns about the safety or welfare of a child or young person immediately
- feel confident that concerns and allegations will be dealt with honestly and fairly
- feel confident in reporting unacceptable behaviour around children and young people
- ensure the safety and wellbeing of the child is paramount when an allegation is made

Definitions of Harm and Abuse (What to Report)

- **Psychological abuse:** includes bullying, threatening and abusive language, intimidation, shaming and name-calling, ignoring and isolating a child, and exposure to domestic and family violence.
- **Physical abuse:** includes physical punishment such as pushing, shoving, punching, slapping and kicking, resulting in injury, burns, choking or bruising.
- **Sexual abuse:** includes the sexual touching of a child, grooming, and production, distribution or possession of child abuse material.
- **Grooming:** the process where a person manipulates a child or group of children, and sometimes those looking after them — including parents, carers, teachers and leaders — to establish a position of trust so they can later sexually abuse the child.



- **Misconduct:** inappropriate behaviour that may not be as severe as abuse but could indicate abuse is occurring and would often breach our Child Safe Code of Conduct — for example showing a child something inappropriate on a phone, having inappropriate conversations with a child, or an adult sitting with a child on their lap.
- **Lack of appropriate care:** includes not providing adequate and proper supervision, nourishment, clothing, shelter, education or medical care.

As a relevant entity, our organisation must also report reportable conduct.

Types of Complaints (What to Report)

All complaints should be reported. This includes:

- criminal conduct
- risk of significant harm (ROSH)
- disclosures of abuse
- unacceptable behaviour around children and young people that breaches our Child Safe Code of Conduct
- suspicion of harm or abuse to a child or young person
- reportable conduct

Making a Complaint (Who Can Report)

Everyone in our organisation has the right to make a genuine complaint and will not be punished if they do. This includes children and young people, staff members and volunteers. Reporting abuse is mandatory and encouraged — it is never obstructed or prevented.

Reporting Obligations (Who to Report To)

Reporting criminal conduct

Contact NSW Police on 131 444 for anything you consider could be a criminal offence. This includes sexual assault, physical assault, grooming offences, and producing, disseminating or possessing child abuse material. It is a criminal offence for adults not to report to police if they know or believe a child abuse offence has been committed. People employed in child-related work may also be subject to a criminal offence if they fail to reduce or remove the risk of a child becoming a victim of child abuse.

Reporting risk of significant harm

Any person who has reasonable grounds to believe a child or young person is at risk of significant harm (ROSH) can report to the Department of Communities and Justice (DCJ) on 132 111 (a 24-hour service). Mandatory reporters must report to the ChildStory Reporter Community if they have reasonable grounds to suspect a child is at ROSH.

Reporting allegations and convictions

Relevant entities must notify the Office of the Children's Guardian of reportable allegations or convictions (reportable conduct). This includes sexual offences, sexual misconduct, ill-treatment of a child, neglect of a child, an assault against a child, failure to protect a child or failure to report if a child has been harmed, and any behaviour that causes significant psychological harm to a child.



Reporting breaches of our Child Safe Code of Conduct

All complaints must be reported to our child safe contact officers: Rabbi Elimelech Levy or Avremi Joseph.

Risk Management Strategies (How to Report)

To ensure the immediate and ongoing safety of the child:

- establish the welfare and safety of the child and take steps to ensure the child is removed from the risk
- reassure them and remain calm
- listen carefully without interrupting
- don't ask leading questions or any additional questions once you have established there is a genuine concern (to avoid compromising future investigations by NSW Police or DCJ)
- support them, reassuring the child that they have done the right thing, that you believe them and that the abuse is not their fault
- explain what will happen, including timeframes
- don't make promises you can't keep
- don't confront the alleged perpetrator
- seek guidance if you are unsure about what to do

It is the child safety officer's role to conduct a risk assessment after receiving an allegation, to ensure the safety of all people involved and maintain the integrity of the investigation.

Procedural Fairness, Privacy and Confidentiality (How to Report)

Any allegation of abuse will be treated in a fair, transparent and timely manner. Workers subject to an allegation will be notified when a disciplinary hearing will take place and what will occur at the hearing. We follow the obligations defined under the Privacy Act 1988 (Commonwealth), and relevant reportable conduct investigations are conducted with the OCG's Reportable Conduct Directorate. Additionally:

- all information is recorded on our reporting form for complaints and allegations
- all reporting forms are stored securely and only accessed by those with responsibility for oversight of the investigation
- information may be exchanged under Chapter 16A of the Children and Young Persons (Care and Protection) Act 1998 with other agencies who have responsibilities relating to the safety, welfare or wellbeing of children
- our organisation maintains the privacy of those involved in accordance with the Privacy and Personal Information Protection Act 1998
- if an incident is found to be substantiated, likely outcomes or responses will be determined by HR or from advice given by relevant authorities (police, DCJ or OCG)

Complaint Process (How to Report)

Once a complaint has been made, the following step-by-step process is followed:

1. **Immediate safety actions taken.**
2. **Concern or incident is documented.**
3. **External reporting obligations are fulfilled.**



4. **Internal investigation and updates to stakeholders.**
5. **Ongoing support is provided to children affected.**
6. **Post-incident review to strengthen future safeguards.**

Legislation

- Crimes Act 1900
- Children and Young Persons (Care and Protection) Act 1998
- Children's Guardian Act 2019
- Privacy Act 1988 (Commonwealth)
- Privacy and Personal Information Protection Act 1998

How We Publicise This Policy

- staff and volunteer inductions and training
- parent handbooks
- on-site posters and online information
- age-appropriate workshops for children
- staff briefings at every camp/program
- information sessions about our child safe policies and how they apply to families, workers and children

Children and young people have an opportunity to provide feedback on the policy and complaint handling.

Review

This policy will be reviewed annually and after any critical incidents, to ensure continuous improvement of our child safe practices and that we keep up to date with relevant legislation and industry requirements.

Review

This policy will be reviewed annually. The review will be conducted by management, employees, families and interested parties.

Last reviewed: June 2025

Date for next review: June 2026