
CHILD FRIENDLY CHILD SAFE POLICY

This policy details in a child-friendly manner the responsibilities and the actions required of Perth Montessori staff and students to protect and safeguard children and young people.

APPROVAL

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Principal Sally Alderton

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1. RATIONALE

- 1.1. Perth Montessori is committed to ensuring the safety and wellbeing of all children in our care, as well as identifying risks early and removing and reducing these risks.
- 1.2. We believe that children who attend our school should:
 - 1.2.1. feel comfortable,
 - 1.2.2. be cared for, and
 - 1.2.3. feel safe and be safe.

2. DEFINITIONS

- 2.1. **Child friendly** – Using clear, simple words and ideas that children can easily understand.
- 2.2. **Child safe** – Making sure that everything we do protects children from harm and keeps them safe.
- 2.3. **Staff** – All adults who work at Perth Montessori, including teachers, education assistants, administration staff, and anyone employed by the school.
- 2.4. **Students** – All children and young people who attend Perth Montessori.
- 2.5. **Parents/guardians** – The adults who care for a child and are responsible for them outside school.
- 2.6. **Harm** – Anything that hurts a child physically, emotionally, or makes them feel unsafe, uncomfortable, or unwelcome.
- 2.7. **Wellbeing** – A child's overall happiness, health, and sense of safety and belonging at school.
- 2.8. **Respect** – Treating others the way you would like to be treated, by listening, being kind, and valuing differences.
- 2.9. **Rights** – The things every child is entitled to, such as the right to feel safe, to be listened to, and to be treated fairly.
- 2.10. **Responsibilities** – The things children and adults must do to keep themselves and others safe, happy, and respected.

3. SCOPE

- 3.1. This policy applies to all children and young people, and staff at Perth Montessori.

4. POLICY STATEMENT

CHILD VERSION: Safeguarding Children and Young People at Perth Montessori.

4.1. Everyone at Perth Montessori will do their best to keep children safe:

- 4.1.1. It is never okay for anyone to hurt you or threaten to hurt you.
- 4.1.2. You can always say NO if someone asks you to do something that feels unsafe or uncomfortable.
- 4.1.3. If you ever feel worried or unsafe, a staff member will listen to you and help you.
- 4.1.4. It's always okay to tell someone if you feel unsafe or have been hurt.
- 4.1.5. If you are not happy with how you are being treated, you can talk to a staff member or your parent.
- 4.1.6. Perth Montessori welcomes everyone. Being different is a good thing – it makes you unique.

4.2. Rules for Staff

All staff at Perth Montessori have rules to keep children safe. Staff will:

- 4.2.1. Watch out for children to make sure they are safe and comfortable.
- 4.2.2. Make sure there is always an adult or supervisor with you.
- 4.2.3. Make rules that are fair and easy to understand.
- 4.2.4. Explain things to you if you have broken a rule.
- 4.2.5. Ask your parents or guardians for permission before taking you on an excursion.
- 4.2.6. Help you if you ask for help.
- 4.2.7. Not give you a lift in their car unless your parents or guardians have given permission.

4.3. Responsibilities of Children

Children at Perth Montessori also have responsibilities. These are:

- 4.3.1. Treat others with kindness and respect.
- 4.3.2. Listen to others and respect their ideas.
- 4.3.3. Choose your own friends, but let everyone enjoy school and join in.
- 4.3.4. Do not tease, hurt, or leave out other children.
- 4.3.5. Tell a staff member or parent if you are unhappy with how you are being treated.

5. RESOURCES

5.1. See attached poster – Feeling safe and happy at school.

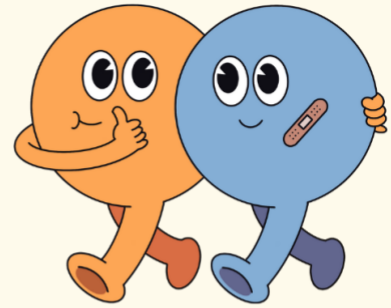
5.2. See attached flyer – I don't feel safe

5.3. Note: This was adapted with thanks from the *YMCA Safeguarding Children Policy – Child Version*.

6. REVISION HISTORY

| # | Date | Owner | Change |
|-----|-------------|-----------|--|
| 2.0 | 12 Aug 2022 | Principal | Updated to new format and logo |
| 2.1 | 19 Sep 2025 | Principal | Simplified language for children, created poster format, updated flyer graphics. |

Feeling Safe and Happy at School



Everyone at Perth Montessori will do their best to keep children safe:

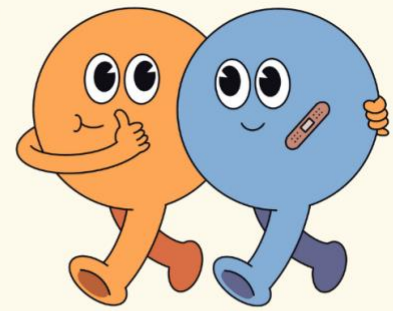
- It is never okay for anyone to hurt you or threaten to hurt you.
- You can always say NO if someone asks you to do something that feels unsafe or uncomfortable.
- If you ever feel worried or unsafe, a staff member will listen to you and help you.
- It's always okay to tell someone if you feel unsafe or have been hurt.
- If you are not happy with how you are being treated, you can talk to a staff member or your parent.
- Perth Montessori welcomes everyone. Being different is a good thing – it makes you unique.



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Feeling Safe and Happy at School



Rules for Staff

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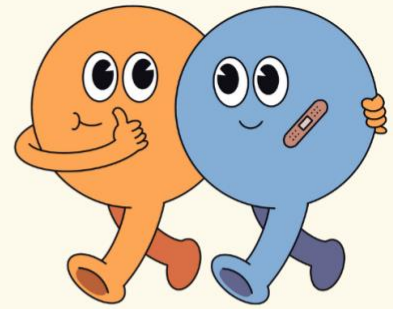
- Watch out for children to make sure they are safe and comfortable.
- Make sure there is always an adult or supervisor with you.
- Make rules that are fair and easy to understand.
- Explain things to you if you have broken a rule.
- Ask your parents or guardians for permission before taking you on an excursion.
- Help you if you ask for help.
- Not give you a lift in their car unless your parents or guardians have given permission.



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Feeling Safe and Happy at School



Responsibilities of Children

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- Choose your own friends, but let everyone enjoy school and join in.
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I don't feel safe

What do I do?

1. Talk with the adults in your life – your parents and teachers.



2. Ask to speak with Stefani, your wellbeing counsellor.

3. Ask to speak with Adin or Sally, your principals.

