



2025 Child Safety Action Plan

At Peninsula School of Dance, the safety, well-being, and empowerment of every child in our care remain our highest priorities. Guided by the Victorian Child Safe Standards, our **2025 Child Safety Action Plan** outlines the specific steps we will take throughout the year to maintain and strengthen our commitment to creating a secure, inclusive, and nurturing environment.

This action plan serves as a roadmap to ensure that our policies, practices, and programs are not only implemented but also continuously reviewed and enhanced. With clear Key Performance Indicators (KPIs) and timelines, it provides accountability and focus, ensuring that we stay aligned with best practices in child safety and foster a culture where students, staff, and families feel supported and valued.

Each action outlined in this plan reflects our values of **Fun & Engagement, Inclusivity, Community, Excellence, and Leadership** and is designed to embed child safety into every aspect of our operations. By actively involving students, staff, and families in our child safety practices, we aim to build a strong, united community where every child thrives.

The following table details the 2025 Child Safety Action Plan, outlining key actions, measurable outcomes, and timelines for delivery.

Action Item	KPI	Timeline
Standard 1: Culturally Safe Environments	Deliver cultural awareness training to all staff.	By end of Term 1, 2025
	Include Acknowledgement of Country in all events and performances.	Ongoing, reviewed quarterly
	Consult with a cultural advisor for inclusive programming.	Annual consultation by Term 2
Standard 2: Child Safety in Leadership	Appoint and train a Child Safety Officer.	Completed by Term 1, 2025
	Conduct quarterly child safety policy reviews.	Quarterly (end of each term)
	Integrate child safety into staff induction and governance.	During induction cycles

Standard 3: Children’s Rights and Empowerment	Facilitate safety discussions with students in classes.	At least once per term
	Launch an online and physical feedback system for students.	By end of Term 1, 2025
	Include student safety discussions in studio council meetings.	Termly meetings
Standard 4: Family and Community Involvement	Provide updates on child safety policies in newsletters.	Monthly newsletters
	Hold two parent-community consultation events per year.	Mid-Year and Term 4
	Establish clear reporting channels for parent concerns.	Active by Term 1, 2025
Standard 5: Equity and Diversity	Conduct a studio accessibility audit for inclusivity.	By Term 2, 2025

	Create and distribute guidelines on accommodations for students with disabilities.	By Term 3, 2025
	Embed inclusivity in the Code of Conduct and train staff.	Completed by Term 1, 2025
Standard 6: Staff Suitability	Verify all staff and volunteers have Working with Children Checks.	Ongoing, checked bi-annually
	Conduct scenario-based child safety evaluations during hiring.	During recruitment cycles
	Provide quarterly professional development sessions.	Quarterly (end of each term)
Standard 7: Complaints Procedure	Publish a clear Child Safety Reporting Procedure online.	By Term 1, 2025
	Train staff on complaint handling and confidentiality.	By Term 2, 2025

	Review complaint logs and resolutions annually.	End of Term 4, 2025
Standard 8: Staff Training and Support	Deliver mandatory child safety training for all staff and volunteers.	Term 1 and Term 3, 2025
	Introduce monthly reflective supervision sessions.	Monthly, starting Term 1, 2025
	Provide volunteer induction before all major events.	Before Annual Performance
Standard 9: Safe Environments	Conduct annual facility safety audits, including physical and online spaces.	By Term 2, 2025
	Update the Social Media Policy to reflect new best practices.	By Term 1, 2025
	Publish guidelines for appropriate photography during events.	By Term 3, 2025

Standard 10: Policy Review	Conduct bi-annual reviews of child safety policies and update as needed.	Mid-Year and End of Year, 2025
	Hold policy review meetings with staff and families.	By Term 2 and Term 4, 2025
	Communicate any policy changes via newsletters and meetings.	Following reviews
Standard 11: Documentation of Policies	Ensure all child safety policies and procedures are available online and at the studio.	By Term 1, 2025
	Include policy updates in staff meetings and training sessions.	Quarterly, starting Term 1, 2025
	Conduct yearly checks to ensure documentation aligns with legislative changes.	End of Year, 2025