

Risk of Significant Harm - Mandatory Reporting Fact Sheet

Children and Young Persons (Care and Protection) Act 1998 (the Act)

Information for those in child-related roles at Catholic Schools Broken Bay (CSBB)

Under the *Children and Young Persons (Care and Protection) Act 1998* (NSW), certain persons are Mandatory Reporters who are under a legal obligation to make a report to the Department of Communities and Justice if they have reasonable grounds to suspect that a Child is or may be at Risk of Significant Harm (ROSH).

Who are Mandatory Reporters in NSW?

In NSW Mandatory Reporting applies to persons who deliver the following services wholly or partly to children as part of their professional work or other employment, and those in management positions in organisations that deliver these services:

Those who work in health care, welfare, education, disability services, children's services, residential services and law enforcement are all Mandatory Reporters.

What does this mean for CSBB?

All CSBB paid staff are Mandatory Reporters. Volunteers are not considered Mandatory Reporters under the act, however are also able to make a report if they have concerns about a child they suspect to be at risk of significant harm.

When is a Mandatory Reporter required to make a report?

A Mandatory Reporter must make a Report when they have reasonable grounds to suspect that a child or young person is at Risk of Significant Harm, and those grounds arise during their work or role.

When is a Child at Risk of Significant Harm?

A child is at Risk of Significant Harm if there are current concerns for their safety, welfare, or wellbeing because of the significant presence of one of the following harm circumstances:

- the child has been, or is at risk of being sexually abused due to sexual activity or behaviour that is imposed, or likely to be imposed, on them.
- the child has experienced, or you suspect, a non-accidental injury or physical harm toward them that may have been caused by a parent/carer or other adult household member
- the child's basic needs (such as supervision, shelter, medical care, hygiene/clothing, mental health care, education, nutrition) are not being met
- the child is living in a household where there have been incidents of domestic violence and the child is at risk of serious physical or psychological harm; or a child has suffered, or is at risk of suffering, serious psychological harm due to parent behaviour.

- The child is experiencing psychological distress and is a danger to themselves or others. This includes suicidal or self-harming behaviours where the parent may be contributing to the child or young persons state, or their ability to access services
- A parent or carer stated that will not or cannot continue to care for a child or young person.
- The child is significantly affected by parent/carer concerns such as drug and alcohol use, mental health or domestic violence.

What support is available to help Mandatory Reporters decide whether to make a report?

Mandatory Reporters may seek guidance from their year coordinator or their Principal. You may consult the [Mandatory Reporter Guide](#), which is a tool that assists to assess whether a Child is at Risk of Significant Harm and whether a report should be made.

To make a report

Reports can be made to the Department of Communities and Justice (DCJ) by either:
Submitting an [e-report](#):
or by calling the Child Protection Helpline: **132 111** (24/7)

The Safeguarding Office must be notified of all reports made to DCJ. The [Notification to SGO of DCJ report](#) will assist you with this.

It is helpful to download a pdf of your e-report from [ChildStory](#), as you have the option to upload this pdf in the notification form, saving you time when filling in the details.

Once you complete this step, **do not save the DCJ report electronically or in hard copy at the school**. Safeguarding will keep this confidential record of your report, due to possible subpoena requests.

Report Tip!

Ensure the way you make/write reports help to protect the identity of the reporter.

Other Supports

Reporting concerns to the Child Protection Helpline may not always be necessary if it does not reach threshold to report, however, if you are still concerned, consider how else you may be able to support them. Close monitoring, pastoral support and external service referrals can help:

Catholic Care – 1800 324 924
Police Assistance Line – 131 444
Kids Helpline – 1800 55 1800
Child Protection Helpline – 132 111
Lifeline Australia – 13 11 14
E Safety Commission – esafety.gov.au

The Safeguarding Office can be contacted at
safeguarding@dbb.catholic.edu.au
or phone **02 7256 2211**

More information

For more information visit the Department of Communities and Justice [website](#).