



# Safeguarding Policy

## Purpose

This Policy outlines Diabetes Australia's (DA) commitment to safeguarding children, young people and vulnerable adults. It reflects DA's values and our responsibility to meet community, legal and regulatory expectations for safe organisations.

## Scope

This Policy applies to the DA workforce when performing duties or engaging in activities connected to DA. Workforce includes board members, volunteers, ambassadors, members, contractors and other representatives.

## Principles

DA commits to the Australian [National Principles for Child Safe Organisations](#) (the National Principles):

- Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- Families and communities are informed and involved in promoting child safety and wellbeing.
- Equity is upheld and diverse needs respected in policy and practice.
- People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- Processes to respond to complaints and concerns are child focused.
- Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- Implementation of the national child safe principles is regularly reviewed and improved.
- Policies and procedures document how the organisation is safe for children and young people.

In addition, DA commits to safeguarding all vulnerable people including providing a safe, respectful and inclusive environment for all people we interact with, recognising our no tolerance stance on abuse, neglect or exploitation.

## Our commitments to managing safeguarding risk

DA's approach to managing safeguarding risk including risk of abuse, neglect or exploitation is:

### Holistic

DA works collaboratively with stakeholders to prevent, detect and respond to safeguarding incidents.

**Risk based**

DA regularly assesses risks in its activities and applies controls to mitigate them. Target risk is as low as reasonably practicable.

**Survivor centric**

DA prioritises the needs, rights and wishes of survivors in line with best practice.

**Lawful**

DA complies with all relevant legislation and standards relating to safeguarding in every jurisdiction in which we work.

To meet the National Principles, we will:

- Maintain up to date risk assessments for children, young people and vulnerable people.
- Provide training on creating safe environments, recognising harm and responding to concerns.
- Maintain a register of safeguarding obligations.
- Implement procedures that reduce the likelihood and impact of incidents including employment screening, police background checks and working with children checks.
- Promote awareness among stakeholders about risks and responsibilities.
- Maintain accessible, child focused reporting processes that allow confidentiality.
- Monitor and review safeguarding systems through internal and external audits.

## Reporting incidents

If a person believes that another person is at risk of immediate harm or the victim of a criminal offence, they must dial 000.

All workforce must report suspicions of harm within 24 hours or as soon as practicable. While reporting can be raised through any officer or senior manager, Diabetes Australia encourages reporting to the Safeguarding Officer or use of the Speak Up process in DA's Speak Up Whistleblower Policy.

DA will report criminal offences to police, meet donor reporting requirements and notify the ACNC of qualifying matters.

## Privacy and data protection

All personal information considered or recorded will respect the privacy of the individuals involved unless there is a risk to someone's safety. DA will protect personal information in accordance with its Privacy Policy.

## Responsibilities

**Board**

The Board is responsible for ensuring DA provides child safe environments and complies with all safeguarding laws and standards regarding vulnerable people.

**Group CEO**

Ensures DA maintains effective safeguarding systems and provides suitable training.

### Safeguarding Officer

Manages safeguarding reports, raises awareness of this policy and relevant laws and supports staff compliance with conduct and reporting obligations.

### Executive & Leaders

Promote safeguarding culture, implement this policy and ensure risks are managed in their teams by implementing effective controls.

### All DA Workforce

Must comply with this policy, report concerns and support safe environments.

## Definitions

Child	A child is a person under 18 years of age
DA workforce	Includes: <ul style="list-style-type: none"> <li>All employees of DA, whether permanent, casual, full-time, part-time, or trainees</li> <li>DA Board, advisory council members, patrons, ambassadors, advocates and other representative roles</li> <li>DA members</li> <li>Volunteers and work experience placements</li> <li>Entities or persons providing goods and services to DA (including contractors and subcontractors).</li> </ul>
Diabetes Australia or DA	Means Diabetes Australia (ABN 47 008 528 461) and its related bodies corporate as defined in the Corporations Act 2001 (Cth)
Safeguarding	Means protecting the health, wellbeing, and human rights of individuals, especially children and vulnerable adults, by preventing harm, abuse, neglect, and exploitation within an organisation's activities or programs, ensuring they can live free from harm and have control over their lives
Safeguarding Officer	Means the DA Chief of Governance Legal & Risk
Abuse, neglect or exploitation	All forms of physical and mental abuse, exploitation, coercion or ill-treatment. This might include, for example: <ul style="list-style-type: none"> <li>Sexual harassment, bullying or abuse</li> <li>Sexual criminal offences and serious sexual criminal offences</li> <li>Threats of, or actual violence, verbal, emotional or social abuse</li> <li>Cultural or identity abuse, such as racial, sexual or gender-based discrimination or hate crime</li> <li>Coercion and exploitation</li> <li>Abuse of power.</li> </ul>
Survivor-centric approach	Considering and lawfully prioritising the needs, right and wishes of survivors.
Vulnerable People	Vulnerable individuals are defined as people under the age of 18, or those who may be unable to take care of themselves or unable to protect themselves against harm or exploitation. This could be due - but not limited to - their age, an illness, trauma, disability, or some other form of disadvantage. The vulnerability may be permanent (for example, an aged-related vulnerability) or temporary (for example, a person forced to move to a shelter due to personal circumstances).