

REPORTING ABUSE OR SAFETY-RELATED MISCONDUCT

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STEP 1 Who can report?

Anyone:

- Child or young person and/or their parent or carer
- Adult
- Staff member/volunteer/parishioner
- Clergy or religious person
- Any other person e.g. witness to an incident

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STEP 2 What to report?

Abuse or safety-related misconduct:

- Current or historical disclosures of abuse or harm
- Current or historical allegations, suspicions or observations
- Breach of the Code of Conduct

IF YOU SEE OR HEAR SOMETHING, SAY SOMETHING.

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STEP 3 How?

- Verbal report in person or by telephone
- Written report via email or mail

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STEP 4 Who to?

There are a number of different ways you may choose to make a report:

- If the child or adult is in immediate danger, reports can be made by any individual directly to statutory authorities:
 - **Victoria Police**
000 or your local police station www.police.vic.gov.au
 - **Child Protection**
North Division intake: 1300 598 521
South Division intake: 1300 555 526
East Division intake: 1300 360 452
West Division intake: 1300 360 462
After hours, weekends, public holidays: 13 12 78
- Report the matter to a person in a leadership position within your parish e.g. clergy, Safeguarding Committee, parish staff.
- Reports should also be made to:
 - Pathways Victoria—responds to allegations of abuse in the Catholic Church across the Victorian dioceses.
(03) 7064 3940
info@pathwaysvictoria.com
- You can also contact the Safeguarding Unit, who will support and assist you.

REMEMBER! ALWAYS CALL 000 IF A CHILD OR ADULT IS IN IMMEDIATE DANGER.

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STEP 5 What happens next?

The Safeguarding Unit, together with Pathways Victoria, will:

- initiate risk-management processes to ensure the safety of the person and others, and clarify the nature of the complaint
- commence disciplinary processes as guided by the relevant head of entity
- report the matter to relevant statutory authorities and/or regulatory bodies, e.g. Child Protection, Victoria Police, CCYP, Reportable Conduct Scheme.
- offer support to the person(s) involved, e.g. counselling.

