



CHILD SAFETY CONCERN

If you form a reasonable belief that a young person is at risk of harm or you have concerns for their safety or well-being, please contact the Scouts Victoria Child Safety line on 1800 870 772

When to report?

- If a child is at risk of harm or you have concerns for their safety or well-being.
- If a child discloses sexual, physical, psychological or emotional harm or neglect. This includes if a third person (such as parent or friend) discloses on their behalf.
- If you have observed harmful behaviour towards a child or seen suspected signs of abuse
- If you are not sure if you should report or not.
(For example; if you ask the question, should I report it? Then the answer is yes!)

When listening to a young person disclose information

Listen, support, document & report.

Listen carefully

- Ensure the situation is safe. Stay in sight, but out of hearing of others.
- Listen to what the young person wants to share.
- Let them take their time, and encourage their own words.
- Ask open questions such as “can you tell me more about that?” instead of leading questions such as “Did they touch you here?”

Support the young person

- Hold back your own emotions and judgements.
- Let the young person know it's not their fault and they are not in trouble.
- Acknowledge that it must have been difficult to share.
- Inform them that you will report to Scouts Victoria so we can work together to help keep them safe. Do not promise to keep it a secret.
- Be a listener, you are not an investigator.

Document everything

- Be as specific as you can.
- Use the young person's own language and words where possible. Differentiate direct quotes from general statements.
- Include who was present, and any other discussions you've had i.e, with your GL or other Section Leaders.

Report via 1800 870 772 or childsafes@scoutsvictoria.com.au

- Please be in contact within 24 hours of any disclosure, concern or notification.
- Scouts Victoria understand that this can be distressing and we are there to support you.
- We may ask you to notify an external authority such as Victoria Police and we can help you do that.
- We will ask you to complete our notification report on our website.
- Remember, if in doubt, make the call

Date of report:	
Name of young person making disclosure:	
Membership Number (if known):	
Age or Section (DOB if possible):	
Scout Group:	

Name of Person Reporting:	
Membership Number:	
How did you become aware of the incident?	
Date you became aware:	
Do you believe the young person is in immediate danger? If yes, please call 000 immediately	

Name of person of concern:	
Relationship to young person:	
Is this person a young person or an adult? Include DOB if possible.	
Outline of incident:	<i>When, where, who was involved, what happened and any other relevant information.</i>
Is there other relevant family information?	

Are there other people aware of this incident or concern? Please give names and contact details.	
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