



DANDENONG RANGES STEINER SCHOOL

## Making Additional Reports

There are some circumstances in which you will be required to make an additional report to an appropriate external authority.

### **Reporting Further Grounds for Belief or Suspicion**

If you hold a reasonable belief that a child has been, or is at risk of being abused, you must still make a report to the relevant external authority about a child even if:

- Child Protection or the Police have previously been involved or are currently involved with the child and/or their family
- you are aware that another party, such as another staff member, Volunteer, or family member, has raised concerns with the relevant authorities.

Every report is critical to protecting a child by building evidence and enabling external authorities to gain a clear understanding of the risks posed to the child.

### **Another Person Has Made a Report**

There may be times when two or more staff members at the School (for example the Education Facilitator and a Child Safety Officer) has formed a belief about the same child on the same occasion and based on the same information.

In this situation, it is sufficient that only one of the staff members make a report to the relevant external authority, as the belief is based on the same information. However, the other staff member, who does not make the report, is obliged to ensure that the report has been made and that all grounds for their own belief were included in the report made to the authority.

If staff members do not agree on what should be reported, for example a staff member does not agree with the Education Facilitator's decision to make a report to an external authority, the staff member is legally obliged to make a report anyway.

### **Other Concerns About the Wellbeing of a Child**

If you believe that a child has not been subjected to abuse or neglect but still hold significant concerns about the child's wellbeing, you still may be required to report your concerns to Child Protection, the Police or Child FIRST. For more information about reporting wellbeing concerns refer to the [Responding to Other Concerns About the Wellbeing of a Child](#) section of this Program.