



## VULNERABLE PEOPLE POLICY

<b>Version</b>	3.00	<b>Number of pages</b>	6
<b>Responsible officer</b>	Vice-Principal (Students and Community)		
<b>Contact</b>	policy@morling.edu.au		
<b>Approved by</b>	Morling College Board		
<b>Responsible body</b>	Morling College Board		
<b>Keywords</b>	Children; Vulnerable adult; Protection; Safety; Respect; Support; Student; Staff; Resident		
<b>Access level</b> <i>Select from the drop-down menu</i>	Public		
<b>Dissemination Range</b>	Staff, students, residents, volunteers		
<b>Approval date</b>	11 September 2023		
<b>Effective date</b>	11 September 2023		
<b>Review date</b>	September 2026		
<b>Superseded documents</b>	Protection of the Vulnerable Policy 2020 Child Safety Policy 2019		
<b>Higher Education Standard</b>	HES_2.3.4		
<b>Document classification</b> <i>Select from the drop-down menu</i>	Community Engagement and Development		

### 1. PURPOSE

To establish principles relating to protecting the safety of children and vulnerable adults on campus, and those encountered by Morling Community members carrying out their Morling College (MC) related duties.

### 2. DEFINITIONS

<b>Key Term or Acronym</b>	<b>Definition</b>
Abuse, neglect or exploitation	All forms of physical and mental abuse, exploitation, coercion or ill-treatment. Including but not limited to: <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; or</li><li>• political or religious abuse/harassment.</li></ul>

Carer	Person with charge of a child not related to Morling activities, including parents, guardians, and authorised caretakers
Child	A person under 18 years of age
MC	Morling College
Morling Community	Relates to MC staff and students, MRC and Morling Village residents, and all others engaging with MC, including visitors, contractors and volunteers.
Morling Village	Housing on campus excluding MRC
MRC	Morling Residential College
Reasonable adjustment	Our statutory responsibility to make adjustments wherever it is necessary, possible and reasonable to do so. This excludes an adjustment if to do so would cause "unjustifiable hardship" to MC.
Resident	A person residing at MRC or Morling Village, both fixed-term and temporary.
Staff	Employees of Morling College Limited, including permanent, fixed term or casual.
Student	A person enrolled in study at Morling College, including audit and single unit
Student minor	A child who is enrolled in study at MC, including audit and single unit.
Vulnerable adult	An adult who is or may be unable to take care of themselves against harm, exploitation or discrimination by reason of age, illness, trauma or disability or any other reason, including disadvantage due to social or financial hardship or power imbalance in their circumstances.
Vulnerable person	a. a child b. a vulnerable adult
WWCC	Working with Children Check

### 3. SCOPE

This policy applies to all members of the Morling Community who are a vulnerable person or have contact with vulnerable people as part of their MC related activities.

### 4. POLICY STATEMENT

- 4.1 MC recognises that God sees and cares for vulnerable people, and encourages his followers to their agency, advocacy, aid and protection.
- 4.2 MC is committed to providing an environment which protects the safety, welfare, and wellbeing of vulnerable people engaged with by the Morling Community, free from discrimination and harassment.
- 4.3 MC will endeavour to offer supportive and respectful services and interactions where vulnerable people are genuinely engaged and where the likelihood of harm is minimised through education and appropriate risk management.

- 4.4 MC is committed to the principle of reasonable adjustment to remove barriers therein providing an accessible and inclusive environment for vulnerable adults.
- 4.5 MC is committed to ensuring any Morling Community member who encounters vulnerable people as part of their Morling-related work activities has appropriate compliance clearances.

## 5. PRINCIPLES

- 5.1 MC will comply with the *Child Protection (Working with Children) Act 2012* (NSW), *Children and Young Persons (Care and Protection) Act 1998* (NSW), *Children and Community Services Act 2004* (WA), *Working with Children (Criminal Record Checking) Act 2004* (WA) and any other relevant legislation and regulation relating to vulnerable people.
- 5.2 MC will take all reasonable measures towards the care and protection of MC students who are vulnerable people, including student minors, who are on MC premises or engaged in MC activities, from risks of harm that reasonably ought to be foreseen.
- 5.3 MC has respect for vulnerable people and will offer opportunities for vulnerable people to be involved in the review and enhancement of MC services.
- 5.4 MC will work to address power imbalances and any other form of inequity that may increase the likelihood of undue adverse impact on vulnerable people.
- 5.5 MC will maintain processes for reporting and handling complaints related to mistreatment of vulnerable people.
- 5.6 MC will maintain processes for reporting and handling disclosures and/or suspicions of abuse, neglect, or exploitation relating to vulnerable people.
- 5.7 MC will ensure that MC research activities that involve vulnerable people comply with the requirements of the *National Statement on Ethical Conduct in Human Research* and the *Australian Code for the Responsible Conduct of Research* including gaining appropriate ethical approvals. See the *Responsible Conduct of Research Policy*.
- 5.8 MC will be informed by best practices regarding the treatment of and engagement with vulnerable people in its teaching and learning.
- 5.9 MC will uphold a process and record to ensure staff and volunteers who interact with vulnerable people, more than incidentally, as part of their Morling work-related activities maintain currency in all relevant mandatory compliance checks.
- 5.10 MC will maintain a process and record to ensure students who interact with vulnerable people while undertaking Work Integrated Learning (WIL) activities hold all relevant mandatory compliance checks prior to attending those activities.

### Responsibilities

- 5.11 All Morling Community members are to treat with respect and protect the interests of vulnerable people.

- 5.12 Where a Morling Community member brings a child in their care to an MC facility or activity, that child remains the responsibility of the carer.
- 5.13 Children residing in or visiting MRC and Morling Village remain the responsibility of their carer.
- 5.14 Carers will take all reasonable steps to safeguard the health and safety of the children in their care while on campus or at a Morling related activity. They must also ensure children are supervised and do not disrupt other people or Morling activity.
- 5.15 Those hiring MC facilities are responsible for the wellbeing, health, and safety of any vulnerable people at their activities or events, including fulfilling legislative requirements.
- 5.16 Morling Community members participating in activities of a third party are further subject to the safe spaces and safeguarding of vulnerable people policies and requirements of that organisation. E.g. Church activities while on deputation.
- 5.17 Morling Community members who are likely to encounter children as part of MC work-related activities or requirements will maintain a current WWCC or equivalent.
- 5.18 Morling Community members who are likely to encounter vulnerable adults as part of MC work-related activities or requirements will maintain any legislated compliance requirements related to working with those vulnerable adults.

### **Authorities**

The following authorities are delegated under this policy:

- 5.19 The Vice-Principal (Students and Community) will manage processes related to the reasonable care and protection of students who are vulnerable people (including student minors).
- 5.20 The Vice-Principal (Students and Community) will manage the processes for handling complaints and disclosures.
- 5.21 The Vice-Principal (Students and Community) will promote awareness and training regarding matters of vulnerable people to the Morling Community.
- 5.22 The Vice-Principal (Students and Community) will manage processes for the involvement of vulnerable people in the review and enhancement of services and awareness.
- 5.23 The Chief Administrative Officer will manage the processes and records regarding staff and volunteers requiring mandatory compliance checks.
- 5.24 The Vice-Principal (Academic) will manage the processes and records regards students requiring mandatory compliance checks for WIL.
- 5.25 The Chief Operating Officer will maintain a Risk Management Framework which has consideration for vulnerable people.

## **6. RELATED DOCUMENTS AND LEGISLATION**

- Aboriginal and Torres Strait Islander Inclusion Policy
- Antidiscrimination Policy
- Critical Incident Policy
- Equal Employment Opportunity Policy
- Grievance Policy EDU CCSC MRC
- Recruitment and Selection Policy
- Responsible Conduct of Research Policy
- Risk Management Policy
- Risk management Framework
- Sexual Assault and Sexual Harassment (SASH) Prevention and Response Policy
- Staff Code of Conduct
- Staff Grievance Policy
- Student Code
- Students with Disabilities Policy
- Work Integrated Learning Policy
- Work Integrated Learning Process
- Whistleblower Policy and Procedure
- *Child Protection (Working with Children) Act 2012 (NSW)*
- *Children and Young Persons (Care and Protection) Act 1998 (NSW)*
- *Children and Community Services Act 2004 (WA)*
- *Disability Discrimination Act 1992*
- *Working with Children (Criminal Record Checking) Act 2004 (WA)*
- *National Statement on Ethical Conduct in Human Research*
- *Australian Code for the Responsible Conduct of Research*

## 7. REFERENCES

- Macquarie University: Children at Macquarie University Policy
- University of Divinity: Safeguarding Policy
- University of the Sunshine Coast: Working with Vulnerable People (including Child Protection) – Governing Policy

## 8. VERSION HISTORY

Version	Approved by	Approval Date	Effective Date	Changes made
3.00	MC Board	11 September 2023	11 September 2023	Updated policy name to Vulnerable People Policy. Broad update of policy content and scope beyond protection to include support, opportunity etc. Added WA legislation references. Added "Authorities".
2.01	Policy Coordinator	Feb 2023	Feb 2023	Header table updated to latest version, including addition of keywords. Responsible officer and contact updated.
2.00	MC Board	22 September 2020	22 September 2020	Name of policy changed from Child Safety Policy to Protection of the Vulnerable Policy; vulnerable adults

				added to 4; 5.1; 5.5. 4.5 Child safety policies changed to safe spaces policy.
1	MC Board	22 Sept 2019	24 Sept 2019	New

*Download this policy anew with each use, as it may have changed.*