

Working with Vulnerable People

1. Purpose

1.1 This policy is to provide guidance to AOMI staff, students, job applicants and volunteers to ensure all AOMI activities are conducted in an environment that is safe for vulnerable people, including children.

1.2 The primary objective is to ensure AOMI fulfils its responsibilities and obligations in regards to the Working with Children and Vulnerable People in all states and territories which may include Working with Children Checks and National Police Clearances to reduce the risk of harm to children, young and vulnerable people by requiring those who work or volunteer with these participants to have a background check and to be registered.

1.3 AOMI recognises while all people must be protected from harm, there are additional legislative and ethical considerations for protecting vulnerable people.

Vulnerable people can include:

- children and seniors
- people with impaired intellectual or physical functioning
- people from a low socio-economic background
- people who are Aboriginal or Torres Strait Islanders
- people who are not native speakers of the local language
- people with low levels of literacy or education
- people subject to modern slavery, which involves human exploitation and control, such as forced labour, debt bondage, human trafficking, and child labour.

Being able to recognise vulnerability in its various forms is important and the first step to being able to protect vulnerable people.

Revision	By Whom	Date
Reviewed, plus minor rewording.	G Bottrill	9 Aug 17
Reviewed with changes	A Palmer	31 Jul 19
Reviewed, minor changes with updates around WWCC	A Palmer	20 Sep 20

2. Scope

2.1 This policy applies to all AOMI staff, contractors and individuals acting in a voluntary capacity, and students.

2.2 The applicable working with children Acts are the relevant legislative context for child-related employment in Australia, and this policy and the associated procedures address AOMI's obligations under that Act

3. Commitment to protect from harm

3.1 AOMI is committed to the safety and wellbeing of all members of the AOMI community, and expects all staff, students and volunteers to abide by the relevant policies and procedures, in particular the Staff Code of Conduct and Governance Policy and the Student Information Handbook.

3.2 AOMI will endeavour to provide not only an environment that is both digitally and physically safe for children and other vulnerable people, but also supportive and respectful services or interactions where children and vulnerable people are genuinely engaged and where the likelihood of harm is minimised through education and appropriate risk management.

4. Risk management

The AOMI Executive Leadership Group will annually assess AOMI's level risk in dealing with Working with Vulnerable People. This includes a risk assessment that is undertaken to identify the level of contact with vulnerable people and the level of risk of harm or abuse and controls to manage these risks.

5. Managing disclosures or suspicions of harm

5.1 AOMI staff and Volunteers should respond professionally to any disclosures of harm, and act in the best interests of the individual subjected to the alleged harm. Any disclosure of harm must be acted on in a prompt and appropriate manner, and should be referred, in the first instance, to a member of the Executive Leadership Group.

5.2 Similarly, if staff, volunteers or students suspect a child or vulnerable person is at risk of harm, they should report the suspicion to the relevant person (as above) promptly.

5.3 Allegations of breach of staff or students should be reported to the Executive Leadership Group.

6. Jurisdictions other than South Australia

Anyone who is undertaking an AOMI activity in another State, Territory or country, has a responsibility to comply with the applicable legislation (and also any relevant equivalent international legislation, if applicable).

This Policy will be reviewed every two years.



William Palmer
CEO
30th September 2020