

Overview of the Reportable Conduct Scheme

Following the [Betrayal of Trust Report](#), the Victorian Government passed legislation in February 2017 to introduce a [Reportable Conduct Scheme](#) in Victoria. The scheme complements the [Child Safe Standards](#) and aims to improve oversight of how organisations respond to allegations of child abuse and child-related misconduct by employees and volunteers. The [Commission for Children and Young People \(CCYP\)](#) are responsible for administering the Reportable Conduct Scheme, including overseeing workplace investigations into allegations of child abuse.

What is reportable conduct?

An allegation of reportable conduct is where a person has a reasonable belief that there has been:

- a sexual offence, sexual misconduct, or physical violence committed, against, with, or in the presence of a child,
- behaviour causing significant emotional or psychological harm to a child, or
- significant neglect of a child, or misconduct involving any of the above.

A reportable allegation means information that leads a person to form a reasonable belief that an employee or volunteer has committed reportable conduct, or misconduct that may include reportable conduct.

Further details on what is reportable conduct can be found at:

<https://ccyp.vic.gov.au/assets/resources/What-is-reportable-conduct.pdf>

Reporting an allegation of reportable conduct

As the “head of an organisation”, the Principal is primarily responsible for compliance of the Reportable Conduct Scheme, however will be supported in the role by the College Leadership Team. Any allegation of reportable conduct must be reported to the Principal or the College Leadership Team for immediate action.

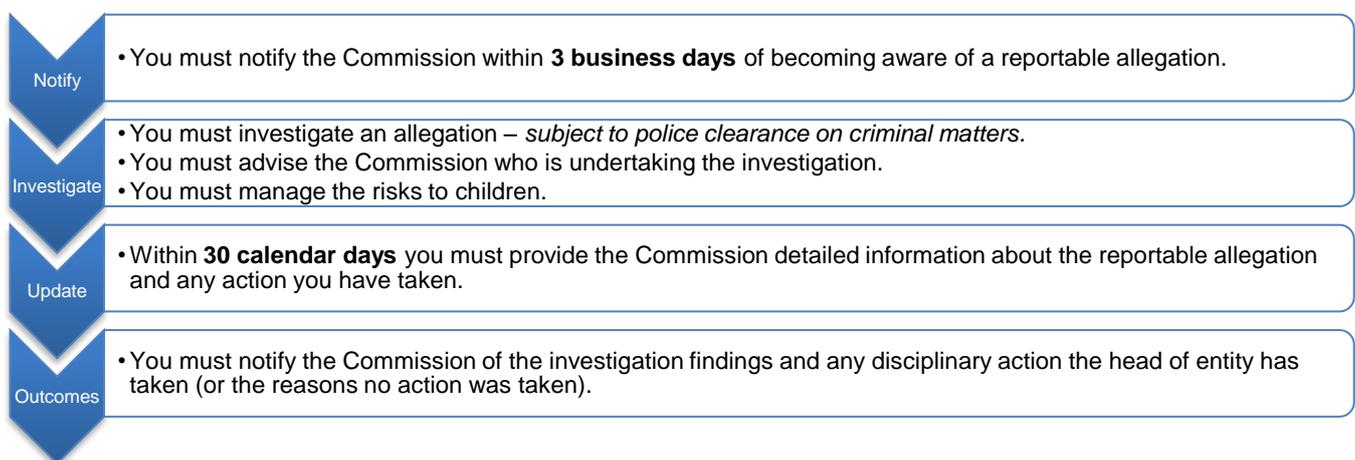
Investigation process

The Principal is required to notify the CCYP of a reportable allegation within three business days and update the Commission of progress within 30 calendar days. Findings of the investigation undertaken by the College must be reported to the CCYP along with recommendations around what disciplinary or other actions should be taken (if any). The CCYP has the power to refer any findings to professional registration bodies, such as the Victorian Institute of Teaching (VIT) and the Working with Children Check (WWCC) Unit.

Investigations will be conducted in a fair and reasonable manner and the “balance of probabilities” applied as the standard of proof. Steps will be taken to mitigate risks that the alleged victim is not re-traumatised by the investigation process, and appropriate welfare and support systems put in place to support staff and volunteers during this time.

If the reportable allegation involves suspected criminal behaviour, the Victoria Police must be notified and clearance gained before beginning an investigation. It is a criminal offence to fail to disclose to the Victoria Police any reasonable belief that a sexual offence has been committed by an adult against a child under 16 years old.

The flowchart below provides a snapshot of a head of organisation’s obligations under reportable conduct:



Further information

Commission for Children and Young People (CCYP) – <https://ccyp.vic.gov.au/>

Child Safe Standards – <http://www.vrqa.vic.gov.au/childsafepages/standards.aspx>

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