

POLICY

TITLE:	Youth Supervision Policy		
DIRECTORATE:	Corporate Services		
ADOPTED BY:	Council Resolution: OM-23/173		
DATE OF ADOPTION:	December 2023	DATE OF REVIEW:	December 2026
POLICY NUMBER:			
LEGISLATIVE REF:	Education and Care Services Act 2012, sections: 165,167,174 Care and Protection of Children Act 2007 <u>Regulation 115</u> : Premises designed to facilitate supervision <u>Regulation 168(2)(h)</u> : Policies and Procedures <u>Regulation 176</u> : Timeframes for notifying reporting information to the Regulatory Authority		

1. INTRODUCTION

1.1. Purpose

The purpose of this policy is to inform Barkly Regional Council (BRC) employees of legislative, duty of care and operational risk management responsibilities related to the supervision of youth within BRC youth facilities.

1.2. Scope

This policy applies to all Barkly Regional Council employees responsible for the engagement and supervision of youth.

1.3. Policy Objectives

- 1) Provide a framework for the supervision of youth within youth facilities operated by Barkly Regional Council.
- 2) Promote the accountability of young people and Barkly Regional Council employees.
- 3) Safeguard the wellbeing of youth and Barkly Regional Council employees
- 4) Set out how Barkly Regional Council employees are to carry out their work in order to meet contractual, supervision and duty of care requirements.

2. POLICY STATEMENT

2.1 Policy

- 1) Adequate staffing to youth visitors in all youth facilities and programs;

All youth related program delivery should operate on the following supervisor to youth ratio:

Age Range	Supervision Ratio
8 – 12 years	1:10
13 – 18 years	1:15
19 – 25 years	1:20

- 2) Ensuring that every reasonable precaution is taken to protect supervised youth from harm or any hazard likely to cause injury;
 - a) All risks are identified and reported to the appropriate Manager and WHS.
 - b) All injuries are reported using BRC's Incident Form
 - c) Reporting all suspected serious injuries immediately to;
 - i) "000" or St. Johns Ambulance
 - ii) The youth's parents / caregiver
 - iii) Youth Program Manager or Coordinator and Director
 - iv) Recorded using the BRC Incident Form
 - v) Funding body – as a reportable incident
- 3) Regular revision of risk assessments on facilities, programs and activities that engage youth.
- 4) All youth and visitors to youth facilities and programs to sign in and have contact details recorded.
- 5) All youth program staff and visitors to maintain current National Police Clearance and Working With Childre (WWC) Ochre Card
- 6) All youth program staff to participate in Mandatory Reporting training and ensure adherence to Mandatory Reporting guidelines and principles.
- 7) Under Mandatory Reporting guidelines, inform relevant authorities of any suspected case of child abuse or neglect.

3. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- 1) Mandatory Reporting Policy
- 2) Workplace Health and Safety (WHS) Policy
- 3) Injury Reporting Policy

4. IMPLEMENTATION AND REVIEW

4.1. Implementation

All youth related staff will be trained in this policy and it will be published on the Barkly Regional Council website at <https://www.barkly.nt.gov.au/council-documents/policies>.

4.2. Review

This policy will be reviewed on or before December 2025

5. VARIATIONS, REVOCATIONS AND/OR CHANGES

Barkly Regional Council's reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements. Employees will be given sufficient notice of any such revocations, amendments, or changes.

6. APPROVAL

This policy is approved.

Ian Bodill
Chief Executive Officer

Ian Bodill

Signature

21.12.2023

Dated

END