

## Model letter to affiliated entities

Name  
Organisation  
Address  
State Postcode

**By email**

**Confidential**

Dear [Salutation]

### **Compliance with legislated child safe standards: Affiliated entities**

Westview Baptist Church is committed to the safety of all people who attend its activities and services, particularly children.

As an affiliated entity, we are interested in the approach you take to matters relating to child safety. The purpose of this letter is to draw your attention to:

- the enclosed recommendation 16.35 made by the Royal Commission into Institutional Child Sexual Abuse (Royal Commission);
- the enclosed Child Safe Standards recommended by the Royal Commission; and
- the proposal by the New South Wales Office of Children's Guardian (NSWOCG) to legislate the Child Safe Standards for all entities that provide services to children.

We ask that [name of entity] reports to Westview Baptist Church on an annual basis regarding their compliance with the Child Safe Standards. This report should detail how the entity is complying with each of the Child Safe Standards. Where there are existing obligations to report to a Government authority about compliance with the Child Safe Standards, it will be sufficient to share this report with the Church.

We hope that shared reporting and responsibility for child safety will demonstrate to both members of the Church, the community, and the broader public that we are united in our efforts to create safe spaces for everyone, and particularly children.

Please do not hesitate to contact [insert contact] if you would like to discuss any aspect of this request.

Yours faithfully

[insert signatory name]

## Model paragraph for communicating with affiliated entities

### Paragraph to insert in communication (as an alternative to the letter to affiliated entities]

In accordance with the Royal Commission's recommendation, Baptist churches are advised to require all affiliated entities to report annually regarding compliance with the 10 Child Safe Standards.

Westview Baptist Church requests that [**name of affiliated entity**] ensures that a report regarding compliance with the Child Safe Standards is included in their regular annual report to the Church. This report should detail how the entity is complying with each of the Child Safe Standards.

#### ***(Royal Commission) Recommendation 16.35***

*Religious institutions in highly regulated sectors, such as schools and out-of-home care service providers, should report their compliance with the Royal Commission's 10 Child Safe Standards, as monitored by the relevant sector regulator, to the religious organisation to which they are affiliated.*

## Recommendation 16.35

*Religious institutions in highly regulated sectors, such as schools and out-of-home care service providers, should report their compliance with the Royal Commission's 10 Child Safe Standards, as monitored by the relevant sector regulator, to the religious organisation\* to which they are affiliated.*

In responding to this recommendation in a Baptist context, the most appropriate process is for an 'affiliated entity' to report to the local church that it is affiliated with, rather than reporting to the denomination. Notwithstanding this, the local church should also report to the Baptist Churches of NSW & ACT about child protection matters arising within entities affiliated with that local church.

For more information about the recommendations of the Royal Commission please see [https://www.childabuseroyalcommission.gov.au/sites/default/files/final\\_report\\_-\\_recommendations.pdf](https://www.childabuseroyalcommission.gov.au/sites/default/files/final_report_-_recommendations.pdf) p56

## Child Safe Standards

The Royal Commission recommended 10 Child Safe Standards, drawing on its findings and extensive research and consultation about what makes institutions child safe:

1. Child safety is embedded in institutional leadership, governance and culture
2. Children participate in decisions affecting them and are taken seriously
3. Families and communities are informed and involved
4. Equity is upheld, and diverse needs are taken into account
5. People working with children are suitable and supported
6. Processes to respond to complaints of child sexual abuse are child focused
7. Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training
8. Physical and online environments minimise the opportunity for abuse to occur
9. Implementation of the Child Safe Standards is continuously reviewed and improved
10. Policies and procedures document how the institution is child safe.

For more information about the Child Safe Standards please see <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/become-a-child-safe-organisation/child-safe-standards>.

## NSW Government statement of intent to legislate compliance with Child Safe Standards

The NSW Government has indicated that the Office of the Children's Guardian will have responsibility for the development of a regulatory scheme to make compliance with the Child Safe Standards mandatory for all organisations working with children and young people.

For more information, please see the discussion paper. <https://www.kidsguardian.nsw.gov.au/ArticleDocuments/165/RegulatingChildSafeOrganisationsDiscussionPaper.pdf.aspx?Embed=Y>