



MercyWorks

SISTERS OF MERCY
IN AUSTRALIA & PAPUA NEW GUINEA

ONE TO ONE INTERACTIONS WITH CHILDREN POLICY

Policy Number:	24	Version:	2
Written by:	Margery Jackman, Paul Taylor	Effective From:	31 August 2022
Reason of Review:	Review to include ACFID CSA and ACSL Regulations and Requirements	Review Date:	As per schedule

INTRODUCTION

Mercy Works Limited (MWL) promotes social justice through local and overseas relief and development activities that are part of the mission and vision of the Sisters of Mercy in Australia and Papua New Guinea.

The programs engage in partnership with communities to promote justice, self-reliance and to support peoples and communities who are displaced or denied access to basic resources such as education, health care and social welfare.

MWL recognises that by the nature of our work, our operations may pose a risk to children; therefore, we have developed this One to One Interactions With Children Policy to proactively work to mitigate those risks.

1. CONTENT

This document contains the Mercy Works Limited (MWL) One to One Interactions with Children Policy.

2. SCOPE

This Policy provides guidance to MWL Board Directors, committee members, employees contractors, volunteers, (defined as Workers) in relation to their work with/for MWL.

To meet the regulatory requirements, MWL has reasonable processes in place to ensure the procedures and tools for seeking informed consent meet ethical guidelines. These are made available in the local languages of PNG (Tok Pisin) and Timor Leste (Tetum).

3. POLICY

MWL is committed to creating an environment where one-to-one ministry to children is conducted in ways that identify and mitigate risks to children, without compromising a child's right to privacy, access to information, social connection and learning opportunities. Such ministries include but are not limited to:

- Programs in Australia
- Programs in Papua New Guinea
- Programs in Timor Leste
- Programs in the Philippines

All one-to-one interactions with children conducted by volunteers are supervised by either MWL co-ordinators or the relevant professional staff e.g. teachers in a school. Interactions are conducted in an

open or visible space or within the clear line of sight of another adult.

Any MWL volunteer working in schools and who is engaged in one-to-one interactions with children must undergo annual Child Safeguarding training in accordance with the Child Safeguarding Policy and have signed the Child Safe Code of Conduct.

When an activity is conducted on-line, the activity is conducted in accordance with the MWL Acceptable Use of Electronic Communications Systems Policy and guidelines set out in the Child Safe Code of Conduct.

4. PURPOSE

This policy applies to all MWL personnel involved in one-to-one interactions with children.

5. DEFINITIONS

“Child” means any person under the age of 18 years, of the purpose of this policy.

6. AUTHORITY

This policy is approved and reviewed by the Board.

7. RELATED POLICIES/DOCUMENTS

Code of Conduct Policy
Child Safeguarding Policy
Acceptable Use of Electronic Communications Systems Policy
Safeguarding Risk Management Procedures
Mercy Connect One to One Mentoring Guidelines
Child Safe Code of Conduct
Privacy Policy

8. CONTACTS

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9. POLICY REVIEW

Review of this Policy, related forms and resources will be undertaken every 2 years by the Executive Director with the approval of MWL Board.

10. REVISION/ MODIFICATION HISTORY

Date	Version	Current Title	Summary of Changes	Approval Date	Commencement Date
2 September 2020	1	One to One Interactions with Children Policy	New	2 Sept 2020	3 September 2020
10 August 2020	2	One to One Interactions with Children Policy	Changes to <u>1. Introduction</u> to reflect strategic		


			<p>plan Changes to 3. Policy to include The Philippines program and reference to Child Safeguarding Policy Changes to 7. Related Documents to included additional policies</p>		
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11. APPROVAL DATE/REVISION SCHEDULE

Approved by: Board, Mercy Works Limited

Date: 31 August 2022

To be Revised: 31 August 2023

Board Chair Signature	
Date	2 September 2022