

Child Protection Policy

Policy

Introduction

The Australia Pacific Training Coalition (APTC) has a Child Protection Policy which was developed to provide APTC with a Code of Conduct for staff, volunteers, members and other individuals who would come into contact with children through APTC's activities.

This policy updates and replaces the former Child Protection Policy. APTC management should review and update this policy at least every five (5) years, or earlier if warranted, to ensure the safety of the child.

1. APTC has a zero-tolerance approach to child exploitation and abuse.
2. APTC is committed to upholding the rights and obligations of the United Nations Convention on the Rights of the Child and complies with the DFAT Child Protection Policy.
3. A child is defined by the UN Convention on the Rights of the Child as an individual below the age of 18 years.
4. APTC will identify and mitigate the risks of child exploitation and abuse associated with its courses and activities, and trains all staff and students on their obligations under this policy.
5. Any staff member or a person outside of APTC/member of the community can lodge a complaint with APTC HR Services on email address HR.Services@aptc.edu.au or to phone number +679 7021851 or alternatively to payroll@aptc.edu.au or on phone number +679 702 1853.
6. APTC does not knowingly engage with individuals or organisations who pose an unacceptable risk to children, nor fund any individual or organisation that does not meet DFAT child protection compliance standards.
7. Criminal history checks will be undertaken during recruitment for all staff members. All employees engaged by APTC will be required to sign a Child Protection Declaration as part of their employment arrangements.
8. All students enrolled at APTC will be required to sign a Child Protection Declaration as part of the orientation process.
9. Employment contracts will contain a provision that APTC has the right to dismiss personnel who breach the APTC Child Protection Code of Conduct.

Who or what does this policy apply to?

This document applies to all APTC students, employees, volunteers, consultants and contractors engaged by APTC, and host organisations providing vocational placement to APTC students.

Associated documents

Work instructions

[W-HR09](#) Recruitment and Selection

[W-MG14](#) Child Protection Management

Other references

DFAT Child Protection Policy <https://www.dfat.gov.au/international-relations/themes/child-protection/Pages/child-protection>

United Nations Convention on the Rights of the Child <https://www.unicef.org/child-rights-convention>

Definitions and acronyms

[Glossary](#)

Version history

Version	Date	Approved by	Details of change
1.0	24/08/2016	EDCCO	Initial policy
2.0	14/07/2017	EDCCO	Reviewed by Executive Team and updated
3.0	20/08/2018	COO	Rebranded to APTC3
4.0	01/12/2022	Executive Director	Reviewed by Executive, updated link to DFAT policy, additional introduction, definition of 'child' and contact details for lodging a complaint.

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