

Purpose

Achieve Australia ensures that supports accessed by people we support (clients) across our range of services promotes, upholds, and respects the legal and human rights of each person. This includes the rights of clients to access supports that respect and protect their dignity and right to privacy.

This policy sets out our responsibilities to ensure safe and wellbeing of clients and staff when responding to a report of any form of sexual abuse, including allegations, must be responded to and reported immediately.

All staff across the organisation share responsibility to monitor and respond to any allegations of sexual abuse, as outlined in both internal policies and procedures, and the NDIS Code of Conduct.

In line with other policies and procedures, this policy is based on

- our recognition of the legal and human rights of each client
- ensuring that client's feels safe if they choose to disclose sexual abuse
- acknowledging the client's right to choose and control supports delivered by Achieve Australia
- our commitment to communicating with clients in the language and mode that they identify and best understand and providing information in their preferred format
- recognising and respecting the individual identity of each client
- ensuring as far as possible that the client is supported to engage with family, friends and their chosen community
- ensuring that the values, culture, diversity, and beliefs of each client are identified and responded to in a sensitive manner
- ensuring staff are appropriately skilled and trained in each stage of the process they are involved in
- ensuring that sexual abuse allegations are treated with respect and remain confidential.

Scope

This policy applies to all staff at Achieve Australia who are involved in the direct delivery of client services.

Legislative Context

Refer to Achieve Australia Legislation Register

Reference Documents

- Achieve Australia Policies and
 - Client Incident Management and Reporting Policy and Procedure
 - Complaints and Feedback Policy and Procedure
 - Child Protection Policy
 - Code of Conduct Policy
 - Children in the Workplace Policy
 - Employment Related Child Protection Policy
 - Insurance Policies
 - Risk Management Policy
 - Responding to a Report of Sexual Abuse
 - Worker Screening Procedure
 - Child Safety Statement
- Achieve Australia Work Instructions
 - CEO Notifiable Incidents
 - NDIS Reportable Incidents
 - Conducting an Investigation
- NDIS Quality and Safeguarding Commission
 - Code of Conduct
- Office of the Children’s Guardian
 - Child Safe Standards
- Sexual Assault and Adults with a Disability - Australian Institute of Family Studies
- Responding to Disclosure – wwild.org.au

Policy Owner	Chief Operations Officer
Approved By	Chief Executive Officer
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