



WellSpring  
CENTRE

## Protection of Vulnerable Persons Policy

Policy Number	001	Version	VPPo11	Review Due	August 2015
Responsible Person	WellSpring Director	Date Approved by Board	August 2014	Relevant procedures	Police Checks

### 1. PURPOSE

- a. WellSpring affirms that all people have the right to be emotionally and physically safe, respected, and have their views and opinions valued at all times.
- b. This policy and relevant procedures have been developed to help the WellSpring community live out its commitment to the protection of vulnerable persons and fulfil its responsibilities under Australian legislation.

### 2. DEFINITION

Vulnerable Person: "people in addition to children, may be considered to be susceptible to abuse or exploitation based on factors such as their health status (mental or physical), age, grief, social isolation or financial hardship." (Seventh Day Adventist Australian Union Conference: Creating a Safe Place Policy 2011. Quoted in Baptist Union of Victoria Safe Church Manual 2014 page 10).

### 3. OBJECTIVES

- a. WellSpring Centre will endeavor to:
  - i. minimise the risk of abuse, misconduct, and the misuse of positional power
  - ii. ensure that all cases of suspected abuse and misconduct are handled thoroughly and appropriately
  - iii. ensure that all people and programs are safe
  - iv. ensure that all people are respected and valued irrespective of their gender, age, country of origin, cultural heritage, faith, socio-economic background or ability.

### 4. SCOPE

This policy takes into consideration all vulnerable people who may be connected with WellSpring, whether they be children, young people, elderly, those with disabilities, the emotionally or spiritually vulnerable.

### 5. RESPONSIBILITIES OF WELLSPRING CENTRE

- a. to screen people who have, or will have, responsibility in areas of potential vulnerability or positional power, e.g. teachers, staff, spiritual directors, by using the relevant Check i.e. Police and/or Working with Children
- b. to ensure adequate training of people identified in **5a** in areas of potential vulnerability and/or misuse of positional power
- c. to ensure continued supervision, professional development and support for people identified in **5a**
- d. to respond to allegations of risk of harm (abuse) and serious misconduct

- e. to provide support to alleged victims and perpetrators and seek appropriate external assistance for a just and fair resolution if a person identified in **5a** has an allegation of misconduct made against them.  
See **6** for First Points of Contact.
- f. to provide safe environments in WellSpring activities by
  - i. leading in non abusive ways
  - ii. affording participants a say in WellSpring activities by fostering and valuing their ideas and participation
  - iii. obtaining appropriate information relating to participants to ensure that WellSpring is able to care for their physical and emotional needs during WellSpring activities.

**6. For concerns relating to this policy:**

- a. First Points of Contact:
  - i. Director, WellSpring Centre                      9885 0277
  - ii. Chair, WellSpring Board                      9885 0277
  - iii. Professional Standards Worker, Baptist Union of Victoria  
  9880 6100

This policy was adopted by the WellSpring Centre Board on:

Signed:

Merrill Kitchen  
Chair, WellSpring Board

Ann Lock  
WellSpring Director

Date: