

## GUIDE 3: EXTERNAL-TO-DEFENCE REPORTING CONTACT INFORMATION

**This guide should be read in conjunction with YOUTHPOLMAN Part 1 Section 1 Chapter 2: Youth Protection Documentation, Records and Privacy**

Class A or B events/incidents will require external reporting. **Note** some Class C and D events/incidents will meet the reporting threshold for some states and territories.

**If in doubt, report** and follow the advice of the JMPU, civil police and/or Child Protection agency as appropriate.

Do not contact parents or guardians if a parent, guardian or other family member is the alleged perpetrator.

### Police

Call the Police immediately on **000** if you believe a youth is in immediate danger or in a life-threatening situation.

If you believe an offence has been committed, notify the police on **131444**.

Jurisdiction	Police website
ACT	<a href="http://www.afp.gov.au">www.afp.gov.au</a>
NSW	<a href="http://www.police.nsw.gov.au">www.police.nsw.gov.au</a>
Queensland	<a href="http://www.police.qld.gov.au">www.police.qld.gov.au</a>
South Australia	<a href="http://www.police.sa.gov.au">www.police.sa.gov.au</a>
Victoria	<a href="http://www.police.vic.gov.au">www.police.vic.gov.au</a>
Tasmania	<a href="http://www.police.tas.gov.au">www.police.tas.gov.au</a>
Western Australia	<a href="http://www.police.wa.gov.au">www.police.wa.gov.au</a>
Northern Territory	<a href="http://www.pfes.nt.gov.au">www.pfes.nt.gov.au</a>

### Jurisdictions - Child and youth protection/welfare agencies

The agencies listed below receive, assess and investigate reports of possible child abuse. There are a number of professions who are mandated to report suspicions of child abuse, such as teachers, doctors and nurses.

However, anyone who has reasonable grounds for suspecting that a child or young person is being neglected or abused should report it.

Jurisdiction	Agency	Contact details
<b>Australian Capital Territory</b>	Child and Youth Protection Services	<a href="https://www.communityservices.act.gov.au/ocyfs/children/child-and-youth-protection-services">https://www.communityservices.act.gov.au/ocyfs/children/child-and-youth-protection-services</a>

		<b>1300 556 729</b>
<b>New South Wales</b>	Department of Community Services	<a href="https://www.facs.nsw.gov.au/families">https://www.facs.nsw.gov.au/families</a> <b>132 111</b>
<b>Queensland</b>	Department of Communities, Child Safety and Disability Services	<a href="http://www.communities.qld.gov.au/childsafety/protectingchildren">www.communities.qld.gov.au/childsafety/protectingchildren</a> <b>1800 811 810</b> <b>+61 7 3235 9999</b>
<b>South Australia</b>	Department for Education and Child Development	<a href="http://www.families.sa.gov.au/child-safe-environments">www.families.sa.gov.au/child-safe-environments</a> <b>131 478</b>
<b>Victoria</b>	Department of Health and Human Services	<a href="https://services.dhhs.vic.gov.au/young-people">https://services.dhhs.vic.gov.au/young-people</a> <b>13 12 78</b>
<b>Tasmania</b>	Department of Communities Tasmania	<a href="https://www.communities.tas.gov.au">https://www.communities.tas.gov.au</a> <b>1300 737 639</b>
<b>Western Australia</b>	Department of Communities Child Protection and Family Support	<a href="https://www.dcp.wa.gov.au/Pages/Home.aspx">https://www.dcp.wa.gov.au/Pages/Home.aspx</a> <b>1800 622 258 or +61 8 9222 2555</b>
<b>Northern Territory</b>	Department of Children and Families	<a href="http://www.nt.gov.au/law/crime/report-child-abuse">www.nt.gov.au/law/crime/report-child-abuse</a> <b>1800 700 250</b>

## Jurisdictions - Mandatory reporting information

Jurisdiction	Legislation	
	Child Protection	Working With Children Checks
<b>National - General Guidance</b>	Australian Institute of Family Studies	<a href="https://aifs.gov.au/cfca/publications/mandatory-reporting-child-abuse-and-neglect">https://aifs.gov.au/cfca/publications/mandatory-reporting-child-abuse-and-neglect</a>
<b>Australian Capital Territory</b>	Children and Young People Act 2008 (ACT)	Working with Vulnerable People (Background Checking) Act 2011

	<a href="http://www.legislation.act.gov.au/a/2008-19/current/pdf/2008-19.pdf">http://www.legislation.act.gov.au/a/2008-19/current/pdf/2008-19.pdf</a>	<a href="http://www.legislation.act.gov.au/a/2011-44/">http://www.legislation.act.gov.au/a/2011-44/</a>
<b>New South Wales</b>	Children and Young Persons (Care and Protection) Act 1998 <a href="http://www.austlii.edu.au/au/legis/nsw/consol_act/caypapa1998442/">http://www.austlii.edu.au/au/legis/nsw/consol_act/caypapa1998442/</a>	Child Protection (Working with Children) Act 2012 <a href="http://www.austlii.edu.au/au/legis/nsw/consol_act/cpwca2012388/">http://www.austlii.edu.au/au/legis/nsw/consol_act/cpwca2012388/</a>
<b>Queensland</b>	Child Protection Act 1999 (Qld) <a href="https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010">https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010</a>	Working with Children (Risk Management and Screening) Act 2000 <a href="https://www.legislation.qld.gov.au/view/pdf/2017-06-05/act-2000-060">https://www.legislation.qld.gov.au/view/pdf/2017-06-05/act-2000-060</a>
<b>South Australia</b>	Children and Young People (Safety) Act 2017 (SA) <a href="https://www.legislation.sa.gov.au/LZ/C/A/CHILDREN%20AND%20YOUNG%20PEOPLE%20(SAFETY)%20ACT%202017.aspx">https://www.legislation.sa.gov.au/LZ/C/A/CHILDREN%20AND%20YOUNG%20PEOPLE%20(SAFETY)%20ACT%202017.aspx</a>	
<b>Victoria</b>	The Children Youth and Families Act (2005) as amended 2007 <a href="https://www.legislation.vic.gov.au/in-force/acts/children-youth-and-families-act-2005/119">https://www.legislation.vic.gov.au/in-force/acts/children-youth-and-families-act-2005/119</a>	The Working with Children Act 2005 as amended 2014 <a href="http://www.austlii.edu.au/au/legis/vic/consol_act/wwca2005232/">http://www.austlii.edu.au/au/legis/vic/consol_act/wwca2005232/</a>
<b>Tasmania</b>	The Children Young Persons and their Families Act (1997) <a href="http://www.austlii.edu.au/au/legis/tas/consol_act/cypatfa1997399/">http://www.austlii.edu.au/au/legis/tas/consol_act/cypatfa1997399/</a>	The Registration to Work with Vulnerable People Act 2013 (Tas) <a href="http://www.austlii.edu.au/au/legis/tas/num_act/rtwwvpa201365o2013527/">http://www.austlii.edu.au/au/legis/tas/num_act/rtwwvpa201365o2013527/</a>
<b>Western Australia</b>	Children and Community Services Act 2004 (WA) <a href="http://www.austlii.edu.au/au/legis/wa/consol_act/cacsa2004318/">http://www.austlii.edu.au/au/legis/wa/consol_act/cacsa2004318/</a>	Working with Children (Criminal Record Checking) Act 2004 (WA) <a href="https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtile_1095_homepage.html">https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtile_1095_homepage.html</a>
<b>Northern Territory</b>	Care and Protection of Children Act 2007 (NT) <a href="http://www.austlii.edu.au/au/legis/nt/num_act/capoca200737o2007315/">http://www.austlii.edu.au/au/legis/nt/num_act/capoca200737o2007315/</a>	

## Checklist of information to report

When making a report to civil police, JMPU or a Child Protection agency you should provide as much information as possible, but only if readily available and/or on file. The information listed below is suggested as a guide only.

<b>Youth</b>	<ul style="list-style-type: none"> <li>• Name and age</li> <li>• Disabilities, mental or physical health issues</li> <li>• Current location and safety status</li> <li>• Any other significant/relevant factors</li> </ul>
<b>Alleged Abuse Unacceptable Behaviour</b>	<ul style="list-style-type: none"> <li>• Dates/times</li> <li>• Nature of abuse/unacceptable behaviour</li> </ul>
<b>Notifier</b>	<ul style="list-style-type: none"> <li>• Name, occupation</li> <li>• Location, contact details</li> <li>• Relationship to youth</li> <li>• Grounds for belief, present/prior concerns</li> </ul>
<b>Family</b>	<ul style="list-style-type: none"> <li>• Composition, parent/carer information</li> <li>• Family awareness of report</li> </ul>

## Support services

<b>Organisation</b>	<b>Summary of Services</b>	<b>Contacts</b>
Defence Youth Protection Contact Officer	Provides advice and guidance related to Youth Protection within Defence contexts.	<b>+61 408 157 133<sup>1</sup></b>
SeMPRO	Victim-focused care to Defence personnel, ADF Cadets and ADF Adult Volunteers who have been affected by an incident of sexual misconduct. SeMPRO will operate in a trauma-informed manner to deliver best-practice support to those affected by sexual misconduct, as well as those who are supporting them.	<a href="http://www.defence.gov.au/sempro/">www.defence.gov.au/sempro/</a> <b>1800 736 776</b>

<sup>1</sup> During Defence business hours only

Joint Military Police Unit	The Joint Military Police Unit is the primary contact for all Defence policing matters, providing general duties policing and investigative capability to the ADF including youth protection matters.	<b>131167<sup>2</sup></b>
Comcare	Comcare must be notified if a youth protection event/incident involves a fatality, serious injury or illness or dangerous incident.	<b>1300 366 979</b>
EAP	Provides Defence employees, ADF Cadets and ADF Adult Volunteers with confidential phone counselling & digital support 24/7 in Australia & overseas.	<a href="https://eapassist.com.au">https://eapassist.com.au</a> <b>1300 687 327</b>
All-hours Support Line	The All-hours Support Line (ASL) is a confidential telephone service for ADF members and their families that is available 24 hours a day, seven days a week.	<b>1800 628 036</b>
Kids Helpline	Free, private and confidential, telephone and online counselling service specifically for young people aged between 5 and 25 and parents/carers.	<a href="http://www.kidshelpline.com.au">www.kidshelpline.com.au</a> <b>1800 55 1800</b>
Lifeline	Confidential 24-hour crisis support service for people to access support or talk through issues they are facing.	<a href="http://www.lifeline.org.au">www.lifeline.org.au</a> <b>13 11 14</b>
1800RESPECT	The National Sexual Assault, Family & Domestic Violence Counselling Line for any Australian who has experienced, or is at risk of, family and domestic violence and/or sexual assault.	<a href="http://www.1800respect.org.au">www.1800respect.org.au</a> <b>1800 737 732</b>
Childwise	Provides Australians with access to expert advice from trained counsellors and an opportunity to speak up about child abuse.	<a href="http://www.childwise.org.au">www.childwise.org.au</a> <b>1800 991099</b>
Beyondblue	Provides information on depression, anxiety and related disorders, available treatments and referrals to relevant services.	<a href="http://www.beyondblue.org.au">www.beyondblue.org.au</a> <b>1300 22 4636</b>
Relationships Australia	Support groups and counselling on relationships and for abusive and abused partners.	<a href="http://www.relationships.org.au">www.relationships.org.au</a> <b>1300 364 277</b>
Bravehearts	Provides information or support regarding child sexual assault.	<a href="http://www.bravehearts.org.au">www.bravehearts.org.au</a> <b>1800 272 831</b>
Blueknot	For adults who have experienced childhood trauma.	<a href="http://www.blueknot.org.au">www.blueknot.org.au</a> <b>1300 657 380</b>

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<sup>2</sup> JMPU 24/7 Hotline

Mensline	A professional telephone and online support and information service for Australian men.	<a href="http://www.mensline.org.au">www.mensline.org.au</a> <b>1300 78 99 78</b>
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