Child Safe and Safeguarding Policy

YLY Sydney Limited | ACN 682 158 185 | ABN 58 682 158 185

Version	Adopted by the Board	Effective from	Next review due
1.0	28 July 2026	28 July 2026	28 July 2027

1. Our commitment

YLY Sydney Limited (YLY) is committed to the safety, wellbeing and dignity of every child, young person and vulnerable adult who comes into contact with our activities. We have zero tolerance for abuse of any kind.

Our program places young men (Shluchim) into community settings where they teach, mentor and spend time with children and young people. That contact carries responsibility. This policy sets out how we discharge it, and it is binding on everyone who acts for YLY.

2. Who this applies to

This policy applies to all directors, members, employees, contractors, volunteers, Shluchim, and any other person engaged by or acting on behalf of YLY, in every activity and location, in New South Wales, Victoria and elsewhere. It applies however a person is paid or engaged — a contractor is covered by this policy in exactly the same way as an employee or volunteer.

3. Definitions

- Child or young person — a person under 18 years of age.
- Vulnerable person — any person who, because of age, disability, illness, background, language or circumstance, is at greater risk of harm. Includes children and older people.
- Abuse — any physical or non-physical intentional action that harms or injures another person. Includes physical, sexual, emotional and psychological abuse, neglect, grooming, and exposure to family violence.
- Sexual abuse — any abuse or assault of a sexual nature, sexual molestation, indecent exposure, sexual harassment or intimidation.
- Grooming — behaviour that builds a relationship or trust with a child, or with a person who cares for a child, in order to enable abuse. Grooming is itself a criminal offence and is itself reportable.
- Reasonable suspicion — a fair and practical reason to believe an incident has occurred, based on something said, hearsay, rumour, or observed behaviour. Certainty is not required and is never required before reporting.
- Personnel — everyone described in clause 2.
- Working with children clearance — a NSW Working with Children Check (WWCC) or a Victorian Working with Children Clearance, as applicable to where the person works.

4. The law we comply with

New South Wales:

- Children's Guardian Act 2019 (NSW) — the 10 NSW Child Safe Standards (mandatory for religious organisations working with children since 1 February 2022) and the Reportable Conduct Scheme.
- Child Protection (Working with Children) Act 2012 (NSW) — the WWCC.
- Children and Young Persons (Care and Protection) Act 1998 (NSW) — mandatory reporting where there are reasonable grounds to suspect a child is at risk of significant harm.
- Crimes Act 1900 (NSW) — s 316A (failure to report child abuse) and s 43B (failure by a person in authority to reduce a risk of child abuse).

Victoria — for the annual camp and any other Victorian activity:

- Child Wellbeing and Safety Act 2005 (Vic) — the 11 Victorian Child Safe Standards.
- Worker Screening Act 2020 (Vic) — the Victorian WWC Clearance.
- Reportable Conduct Scheme (Vic); and Crimes Act 1958 (Vic) ss 327, 49O, 49M.

Where two jurisdictions differ, YLY applies the higher standard.

5. Governance and responsibility

5.1 The Board has ultimate responsibility for child safety, which is a standing item on every Board agenda.

5.2 The Board appoints a Child Safety Officer (CSO) and an Alternate CSO, so that a concern can always be raised with someone other than the primary contact.

5.3 Current appointments:

Role	Name	Phone	Email
Child Safety Officer	Levi Joseph	0449 992 049	eljay080@gmail.com
Alternate Child Safety Officer	David Leinkram	0438 071 175	dl@esoms.com.au

5.4 These contact details are published on ylys.org.au and given to all personnel.

5.5 Every person in clause 2 must read this policy, sign the Code of Conduct in Schedule A, and comply with both. Signing is a condition of engagement.

6. Screening before a person starts

Before any person begins work involving contact with children, YLY will:

- (a) obtain and verify a current working with children clearance for every jurisdiction in which the person will work — a NSW WWCC for NSW activity and a Victorian WWC Clearance for the Victorian camp — and link to it with the issuing body as the engaging organisation, so that YLY is notified if the clearance is ever suspended or barred;
- (b) obtain at least one written reference addressing the person's suitability to work with children. For a person who has lived overseas in the last five years, that reference must come from their most recent employer involving work with children (for example, a school), because an Australian clearance does not capture overseas history. This single reference satisfies both the suitability check and the overseas check;
- (c) have a director record, in a short signed file note, the enquiries made and that the person is considered suitable;
- (d) require the person to sign the Code of Conduct in Schedule A and complete induction under clause 11.

YLY will not engage any person, in any capacity, who has a conviction relating to a violent or sexually related offence, or whose working with children clearance has been refused, suspended or cancelled.

For people already engaged when this policy was adopted, the Secretary will, within 30 days, record the clearance details and a file note of the enquiries already made, and obtain the reference in 6(b) where it is not already held.

7. Supervision and one-to-one contact

7.1 Mentoring and religious study may occur one-to-one. Where it does, it must:

- take place in an open, visible and interruptible location — an open area, or a room whose door is open or which can be seen into;
- never take place in a bedroom, bathroom, private residence or closed vehicle, other than in a genuine emergency.

7.2 Personnel must not transport a child alone without prior parental consent.

7.3 Children and parents are given the CSO's contact details and told they may raise anything at any time.

7.4 Where children are together in YLY's care, an adult remains present or nearby. Children are not left alone together in closed rooms.

8. Overnight activities and camps

Where YLY personnel run or assist at an overnight program, including the Victorian camp:

- (a) accommodation is in shared, multi-bed rooms or cabins — never one adult sleeping with one child, and adults and children have separate sleeping and bathroom areas;
- (b) at least two adults are rostered for overnight supervision at all times, and adults directly supervising children remain unimpaired by alcohol and fit to respond;
- (c) written parental consent, emergency contacts and medical information are obtained before departure;
- (d) every person attending holds a current working with children clearance for that state;
- (e) where the camp is run by another organisation, YLY confirms in writing beforehand which organisation is responsible for child safety, that it has its own child safe policy and insurance, and that YLY personnel will follow both that policy and this one.

9. Reporting and responding to concerns

9.1 Any actual, alleged or reasonably suspected abuse must be reported immediately. You report a concern, not a conclusion. You do not need proof and you do not need to be sure. YLY will never dismiss or discourage a concern, and will never require it to be raised internally before going to police.

9.2 The person receiving the concern reports it to ALL of:

- (a) Police or the relevant authority — 000 in an emergency; in NSW, DCJ Child Protection Helpline 132 111 and the Office of the Children's Guardian for reportable conduct; in Victoria, Child Protection 13 12 78 and the Commission for Children and Young People;
- (b) the CSO — or, if the CSO may be conflicted, the Alternate CSO, or if both are, the Chairperson or any director;
- (c) YLY's insurer, through the Secretary, as soon as practicable. An incident today can give rise to a claim decades later, and late notification can reduce or void cover.

9.3 Where a reportable conduct scheme applies, YLY notifies the regulator within the statutory period (NSW 7 business days; Victoria 3 business days). The CSO confirms the current timeframe at the time.

9.4 Reporting to police is never delayed for internal process and never requires the approval of any director, rabbi, donor or community figure.

9.5 Reports are kept confidential, and no one is disadvantaged for reporting in good faith.

9.6 The CSO records every concern in the Incident Register when received, whatever the outcome.

10. Managing a person the subject of an allegation

10.1 Any person under investigation, internally or by police, for abuse is automatically suspended from all contact with children pending outcome. Suspension is protective, not a finding of guilt.

10.2 Any person found to have committed abuse has their involvement with YLY terminated.

10.3 YLY follows all directions of police and authorities and does not investigate in a way that interferes with theirs.

11. Training

11.1 Induction before starting covers this policy, the Code of Conduct, the reporting procedure, and who the CSO and Alternate are.

11.2 A short refresher is held at least once a year for all personnel, including directors, with an extra briefing before any overnight or interstate program.

11.3 The Secretary records training in the Training Register.

12. Records

12.1 Records of screening, incidents, allegations, reports to authorities and liability insurance policies are kept securely for not less than 50 years — this is required for our sexual abuse insurance cover. In practice this means keeping the files in YLY's secure storage and not deleting them.

12.2 Personal information is handled under the Privacy Act 1988 (Cth), and personnel are told through the Code of Conduct that records about them may be held long-term.

12.3 The Secretary keeps three simple registers — Personnel, Training and Incident — held at [YLY secure cloud storage, access limited to the Secretary and CSO].

12.4 If YLY ceases to operate, the Board arranges transfer of these records to its solicitors, accountants or a secure storage provider, and records that in the minutes of its final meeting.

13. Communication and review

13.1 This policy and the Code of Conduct are on ylys.org.au and given to personnel, participants, parents and partner organisations. A short child-friendly version is given to participants.

13.2 The Board reviews this policy at least once a year, and after any incident or change in the law, and minutes each review.

Schedule A — Child Safe Code of Conduct

To be signed by every person acting for YLY Sydney Limited

I will

- treat every child with respect, whatever their background or ability;
- listen to a child who tells me something, take it seriously, and act on it;
- keep my contact with children visible and interruptible, and follow the one-to-one rules in clause 7;
- report any concern immediately under clause 9, even if I am unsure and even if I might be wrong;
- hold a current working with children clearance for every state in which I work, and tell the Secretary at once if its status changes.

I will not

- be alone with a child in a closed room, bedroom, bathroom, private residence or closed vehicle contrary to clause 7;
- give a child favoured or “special” treatment, or personal gifts;
- ask or allow a child to keep a secret from their parents or the Child Safety Officer;
- contact a child one-to-one or privately by phone, message or social media, or connect with a child on my personal social media — I will keep contact with young people to approved program channels or group chats that a parent, coordinator or other adult can see;
- take photographs or videos of a child without parental consent, or keep or share images of children on my personal device or private social media — program photos are taken and shared only through approved YLY channels;
- use physical discipline of any kind;
- use language or material that is sexual, degrading, frightening or discriminatory;
- use illicit drugs while involved with YLY;
- consume alcohol while I am directly responsible for supervising children — for example on a camp, overnight, while transporting them, or while running an activity — or be impaired by alcohol in the presence of children. (A l’chaim at a farbrengen is fine where I am not the one supervising children at the time and am not impaired.) I will never give alcohol to anyone under 18;
- engage in any sexual conduct with or near a child, or any conduct that could reasonably be seen as grooming.

I have read and understood the YLY Child Safe and Safeguarding Policy and this Code of Conduct, and I agree to comply with both. I understand records relating to my engagement may be kept securely for at least 50 years.

Name	Role	Signature	Date

Schedule B — Screening checklist

One per person before they start. File in the Personnel Register.

Name: _____ Role: _____ Start date: _____

Step	Details / evidence held	Done by	Date
Working with children clearance — number, expiry, verified with issuing body, YLY linked as engaging organisation			
Victorian WWC Clearance (only if attending the Victorian camp)			
One written suitability reference (for overseas arrivals, from their most recent child-related employer)			
Director's file note — enquiries made, person considered suitable			
Code of Conduct signed			
Induction completed			
Entered in Personnel Register			