



MercyWorks
 SISTERS OF MERCY
 IN AUSTRALIA & PAPUA NEW GUINEA

ONE TO ONE INTERACTIONS WITH CHILDREN POLICY

Policy Number:	24	Version:	3
Updated by:	Paul Taylor	Effective From:	4 September 2024
Reason of Review:	Scheduled Review	Review Date:	As per schedule

INTRODUCTION

Established in 2000, Mercy Works Limited (MWL) is the development arm of the Sisters of Mercy in Australia and Papua New Guinea.

We work in partnership with vulnerable communities and local organisations domestically and in the Asia Pacific region. We work with the people of these communities and organisations to build capacity, dignity and self-reliance.

1. SCOPE

MWL recognises that by the nature of our work, our operations may pose a risk to children; therefore, we have developed this One to One Interactions With Children Policy to proactively work to mitigate those risks.

2. PURPOSE

This policy applies to MWL Board Directors, committee members, employees, contractors, volunteers, (defined as Workers) in relation to their work with/for MWL and involved in one-to-one interactions with children.

To meet the regulatory requirements, MWL has reasonable processes in place to ensure the procedures and tools for seeking informed consent meet ethical guidelines. These are made available in the local languages of PNG (Tok Pisin) and Timor Leste (Tetum).

3. APPLICATION

MWL is committed to creating an environment where one-to-one ministry to children is conducted in ways that identify and mitigate risks to children, without compromising a child's right to privacy, access to information, social connection and learning opportunities. Such ministries include but are not limited to:

- programs in Australia
- programs in Papua New Guinea
- programs in Timor Leste
- programs in the Philippines

All one-to-one interactions with children conducted by volunteers are supervised by either MWL co-ordinators or the relevant professional staff e.g. teachers in a school. Interactions are conducted in an open or visible space or within the clear line of sight of another adult.

Any MWL volunteer working in schools and who is engaged in one-to-one interactions with children must undergo annual Child Safeguarding training in accordance with the Child Safeguarding Policy and have signed the Child Safe Code of Conduct.

When an activity is conducted on-line, the activity is conducted in accordance with the MWL Acceptable Use of Electronic Communications Systems Policy and guidelines set out in the Child Safe Code of Conduct.

4. DEFINITIONS

Child - any person under the age of 18 years, of the purpose of this policy.

5. AUTHORITY

This policy is approved and reviewed by the Board.

6. BREACH

A breach of this policy may result in disciplinary action that may involve severance from the organisation.

7. RELATED POLICIES/DOCUMENTS

This policy should be read in conjunction with MWL's other relevant policies, including:

- Code of Conduct Policy
- Child Safeguarding Policy
- Acceptable Use of Electronic Communications Systems Policy
- Safeguarding Risk Management Procedures
- Mercy Connect One to One Mentoring Guidelines
- Child Safe Code of Conduct
- Privacy Policy

8. CONTACTS

Executive Director
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9. REVIEW

Review of this policy, related forms and resources will be undertaken every 2 years by the Executive Director with the approval of MWL Board.

10. REVISION/ MODIFICATION HISTORY

Date	Version	Current Title	Summary of Changes	Approval Date	Commencement Date
2 September 2020	1	One to One Interactions with Children Policy	New	2 Sept 2020	3 September 2020
10 August 2020	2	One to One Interactions with Children Policy	Changes to <u>1. Introduction</u> to reflect strategic plan Changes to 3. Policy to include The Philippines program and reference to Child Safeguarding Policy Changes to 7. Related Documents to include additional policies		
12 August 2024	3	One to One Interactions with Children Policy	New introduction, standardisation, addition of breach section. Punctuation corrections.	4 September 2024	4 September 2024

11. APPROVAL DATE/REVISION SCHEDULE

Approved by: Board, Mercy Works Limited

Date: 4 September 2024

To be revised: September 2026

Board Chair Signature	<i>Joseph Zakar</i>
Date	09 October 2024