

Protective Practices

Action plan to manage potential risk of breach of professional boundaries

This form is to be used to record:

- declarations by staff of interactions that have the potential to breach professional boundaries if not effectively managed
- action plan to mitigate risk of potential breach
- site leader's approval of the planned action to mitigate risk of potential breach

The form is to be kept in line with relevant sector's record keeping requirements.

Staff

Site

Describe the nature of interactions that may give rise to a potential breach of professional boundaries

The action plan to mitigate the potential breach should have regard to the following:

Guiding principles

Maintaining professional boundaries ensures that children and young people's safety and wellbeing are held paramount in any interaction. To achieve this, all staff interactions and site activities must follow the guiding principles below:

Make it public

Site leader and others in the site community are aware, interactions are visible.

Make it authorised

Interaction or activity is authorised by the site leader and parents or carer as appropriate, or is part of an official site activity.

Make it timely

Within the site or an approved program's business hours.

Make it purposeful

Is linked to a child's learning, health, safety and wellbeing needs.

See page 9 of Protective Practices Guidelines for details.

Questions for staff to consider

- Am I placing my own needs first rather than the child's safety and wellbeing?
- Am I dealing in a different manner with a particular child or young person than with others under the same circumstances?
- Is my dress/availability/language/demeanour different from the normal with a particular child or young person?
- Would I modify my behaviour with a child or young person if a colleague were present?
- Would I judge my conduct negatively if I observed it in another adult?
- Is it possible that the consequences of my actions will have negative outcomes for children and young people?
- Is it possible that the consequences of my actions will negatively affect people's confidence in my suitability to work with children and young people?

Seek professional support, counsel or consult with the site leader for a 'yes' response to any of the above questions.

Action plan to mitigate potential breach of professional boundaries

I confirm that I have read and understood the Protective Practices Guidelines. Breach of these guidelines may result in my disciplinary action.

For Site Leader's action

Staff signature

Approved

I have discussed the concerns above and the action plan is adequate to mitigate any risk of breaching the Protective Practices Guidelines for the planned activity interaction/concerns.

For community events, the site leader does not approve staff's private activity but acknowledges that planned mitigation is adequate with staff managing it in a private capacity.

Signature

Date

Not approved

There is a significant risk of breaching the Protective Practices Guidelines for the planned activity interaction/concerns.

Date