

Duty of Care Policy

1 Purpose

This policy outlines Greater Shepparton Lighthouse Project's (GSLP) commitment to take all reasonable care to protect the health and safety of staff, volunteers, clients and members of the public.

2 Scope

This Policy applies to all GSLP employees, volunteers, Board members, interns, trainees, contractors, consultants, and other workers, both paid and unpaid (henceforth referred to as GSLP workers).

3 Introduction

All GSLP workers owe a duty of care to young people to ensure that their actions or inactions do not cause reasonably foreseeable harm or injury.

GSLP work with and provide activities and services for young people and, in doing so, commits to demonstrate a duty of care to these young people, their parents and carers, as well as any person who enters GSLP premises or uses GSLP services by:

- Taking steps to protect them from risk, harm, illness or abuse;
- Providing a safe environment for clients' emotional and physical health and wellbeing;
- Taking active steps to prevent any discrimination;
- Ensuring all GSLP workers receive clear information regarding their role and responsibilities and understand their obligations and duty of care to clients, colleagues and the community;
- Developing, implementing and monitoring a Health and Safety Policy and associated processes that adhere to Victorian legislation and regulations;
- Developing, implementing and monitoring a robust Risk Management Policy;
- Providing GSLP workers with Health and Safety professional development and training; and
- Adhering to all legislation and obligations regarding mandatory reporting of allegations of child abuse neglect.

4 Definitions

Duty of care

The legal requirement to take reasonable care of another person and to protect them from a foreseeable risk

5 Related documents

- [Code of Conduct](#)
- [Child Safety Policy and Code of Conduct](#)
- [Health and Safety Policy](#)

6 Document history

Version	Date approved	Summary of changes	Approved by	Version author	Next review date
1.0	April 2018	New policy	GSLP Board		April 2019
2.0	Feb 2024	Review of existing policy	GSLP Board	HR Consultant	Feb 2026