Chabad of RARA
RARA Foundation

Child Safety Recruitment, Screening and Supervision Procedure

This document identifies the Child Safety and Wellbeing Policy for Chabad of RARA (ABN 97 611 110 706, and RARA Foundation (ABN 12 672 653 833).
Board approval date: 1/7/2026
Responsible officer: Rabbi Menachem Aron, 0413 365 770, info@rara.au
Review cycle: Annual

Purpose

Chabad of RARA and RARA Foundation uses child-safe recruitment, screening and supervision practices to ensure that people engaged in child-related work are suitable, supported and appropriately monitored.

Recruitment and engagement

Role descriptions identify child-safety responsibilities. Applicants for child-related roles are informed that RARA Foundation is a child-safe organisation and that recruitment includes screening and referee checking. Interviews include questions about safe practice, professional boundaries and responding to child-safety concerns.

Before commencement

Before a person starts child-related work, RARA Foundation will, as appropriate:
• verify identity and qualifications relevant to the role
• obtain and verify a current Working with Children Check where required
• obtain a National Police Check where required by the role or RARA Foundation assessment
• seek at least two referee checks for employees and key volunteers, including questions about suitability to work with children
• confirm the person has read and signed the Child Safe Code of Conduct
• ensure induction and any role-specific training is completed
• record screening information in a secure register.

A person must not begin unsupervised child-related work until required checks, induction and approvals are complete. Any adverse information is assessed fairly, confidentially and with child safety as the priority.

Screening register

The responsible officer maintains a secure register of Working with Children Checks, police checks where used, referees, role approvals, expiry dates, training and any restrictions. Check expiry and renewal dates are reviewed at least quarterly.

Supervision

Supervision is proportionate to the role, setting, experience, identified risks and needs of children. It may include direct observation, paired delivery, check-ins, review of online activity, feedback from families and children, and documented performance discussions.

For online programs, a responsible program leader monitors platform access, participant lists, communication channels and any recorded sessions. For travel, outreach and events, the program leader confirms appropriate ratios, duty allocation, emergency contacts and escalation arrangements.

Contractors and visiting providers

Contracts and engagement letters require compliance with RARA Foundation’s Child Safety and Wellbeing Policy and Code of Conduct. Contractors who work with children must provide evidence of required screening and accept appropriate oversight.

Concerns about suitability

Any concern about a person’s conduct or suitability is managed under the Child Safety Concerns, Disclosures and Complaints Procedure. RARA Foundation may modify duties, increase supervision, suspend engagement or take other action needed to protect children.