



Rocky Bay

HEALTH + COMMUNITY

Safeguarding



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rockybay.org.au

your partner in possibility

What is a policy



A policy is

- A plan for how to do things.
- Where rules come from.

An Easy English guide is a summary of another policy.



You can find the other policy on our website

www.rockybay.org.au



Some words are written in **pink**.

We will explain what these words mean.

When you see the word

- **we**
- **our**
- **us**

in this book it means **Rocky Bay**.



You can get help with this policy



You can get someone to help you

- read this policy
- know what this policy is about
- find out more information.



Safeguarding

Safeguarding is protecting the welfare and human rights of people.



Nobody should

- hurt you





- stop you from making choices



- talk to you in a way you do not like



- stop you getting help



- treat you badly.



When you are with us it is our job to

- keep you safe



- treat you with respect

- listen



- let you have choice and control.



We support you to live the life you want.



When you are with us we want to make sure you are free from

- **violence**

- **abuse**

- **neglect**

- **exploitation**
- **discrimination.**



We want you to understand what these words mean.

What is Violence?

Violence is any behaviour that makes you feel

- unsafe
- feel pain
- fear for your life.





For example

- making threats
- yelling
- slamming doors.



What is Abuse?

Abuse means someone hurts you or treats you badly.

There are different types of abuse.

It can happen in many ways.

Physical Abuse

This is when someone hurts your body.

For example





- hits you



- kicks you

- pulls your hair



- pinches or scratches you



- burns you



- gives you a bath or shower that is too hot or too cold.

Sexual Abuse

This is when someone



- forces you to do **sexual things** that you do not want to
- tries to make you do sexual things you do not want to.

Sexual things can be when someone



- kisses you without asking
- puts something in your private body

parts



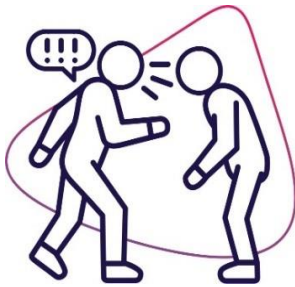
- shows you pictures of private body



- touches your private body parts
- asks you to touch their private body parts
- forces you to have sex when you do not want to.

Emotional Abuse

This is when people talk to you



- in unkind ways
- say bad things to hurt your feelings
- shout at you.

For example



- bully you
- make threats



- swear at you



- ignore you



- put you down



- blame you when it is not your fault.

Financial Abuse

This is when a person takes your money without asking.



For example

- steals your money



- does not let you decide how your money is spent



- buys things for themselves or others with your money.

Where can abuse happen?

Abuse can happen in many places.

For example



- in a house where you live



- in the community

- at work



- on transport

- in the street.

Who can abuse you?

People who abuse others can be



- members of your family

- neighbours or friends



- support workers



- volunteers



- people with disability



- other people who use the services

- strangers.

Who can help?

If someone is



- abusing you
- or
- you think someone else is being abused

you must tell someone you trust.

This could be someone like



- a family member



- a support worker



- a friend



- an advocate or advocacy group
- a police officer



- a doctor
- a nurse.



Abuse is **always** wrong

Abuse is **not** your fault.

What is Neglect?

Neglect means you do not get what you need to be



- healthy
- and
- safe.

This is when the people who are there to help you do not look after you properly

For example someone might not



- give you enough food



- give you water



- give you your medication when you need it
- give you the right medication



- take you to see a doctor when you need to



- give you clean clothes to wear



- keep you safe and warm
- give you the support you need.

What is Exploitation?

Exploitation means the use of something or someone usually for profit.

For example



- not paying you for work you do



- taking your money or your things for themselves
- getting you to do things they should do.

What is Discrimination?

This is when someone treats you badly because you are different.

This could be because of



- your gender



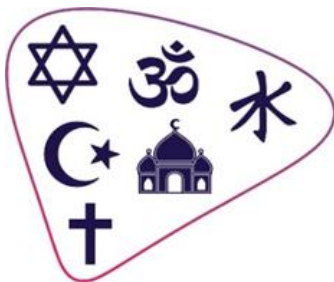
- your sexuality



- your disability



- the government you support



- your religion



- your race or skin colour.

How we look after you

All our staff are trained to keep you safe and help you if something is wrong.

We make sure our staff



are right for the job



- know how to do their job



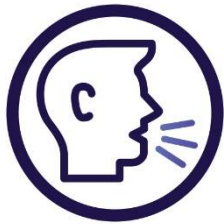
- get the right training



- let us know when they think something is wrong.

- You can tell us if something has happened and you feel

- unsafe



- scared

- hurt.



- We will **not** treat you differently if you tell us.



You will not lose your service.

When you tell us we will keep it **private.**



Private means we will only tell the people who can fix your problem.



We will

- listen to you



- act quickly



- keep you safe

Sometimes we have to



- tell the Police



- tell the NDIS



We will always let you know what is happening.

Governments and police can



- protect people at risk



- stop problems from happening



- provide information to help you.

How you can tell us



- tell someone that works at Rocky Bay



call us on 08 **9383 6113**



- use the form on our website
www.rockybay.org.au/feedback



- email us
enquiries@rockybay.org.au

- send us a letter



Rocky Bay
PO Box 53
Mosman Park WA 6912



- The National Relay Service
Speak and Listen
1300 555 727



- TTY
133 677



- SMS relay number
0423 677 767



- Internet relay calls
www.internet-relay.nrscall.gov.au

Other people can help you tell us

Like your



- family



- support worker

- carer or **guardian**.

A guardian makes legal choices for you



- **advocate**
an advocate is someone who can help you



- make decisions
- say what you want.

Sometimes you might not want to tell us.



You can speak to the NDIS Quality and Safeguards Commission.

You can contact them whenever you want to.



NDIS Quality and Safeguards
Commission



[1800 035 544](tel:1800035544)



Translating and Interpreting Service

[131 450](tel:131450)



www.ndiscommission.gov.au/about/complaints



Other services can help you



Carer's WA



1300 227 377



www.carerswa.asn.au



People with Disabilities WA (PWdWA)



1800 193 331



www.pwdwa.org



Kin Advocacy
(Formerly Ethnic Disability Advocacy Centre EDAC)



1800 659 921



www.kinadvocacy.org.au



Midlas



(08) 9250 2123



www.midlas.org.au



SECCA
Sexuality Education Counselling and
Consultancy Agency



(08) **9420 7226**



www.secca.org.au