

Terms Of Reference – BCPIG Bankstown Child Protection Interest Group

Broad Mission:

To increase awareness and act on Child Protection issues in the Bankstown Local Government Area.

1. To create awareness of Child Protection issues in the local community
 - Provide access to training & information in diverse areas e.g. cultural, parenting, etc.
2. To promote networking and collaboration amongst Child & Family services including counselors, teachers, early childhood staff and health workers around child protection awareness & prevention.
 - Promote information exchange amongst BCPIG and with other Child & Family service networks (i.e. Peak bodies and local groups).
 - Promote the effective use of existing resources within the LGA.
3. To collate information & develop projects & resources in the areas of child protection and make them accessible to the local community.
 - To provide training for local parents/carers promoting child abuse prevention.
 - To support the training needs of local childcare workers in relation to child protection.
4. To engage with all levels of government in order for local child protection issues to be effectively address
 - To keep abreast of legislative changes and respond to these changes accordingly.
 - Submit for funding to meet the child protection needs of the community appropriately.
5. To develop a positive profile for the interest group (BCPIG) within the community, amongst other professionals, and local networks.
 - To promote an understanding of child protection issues within the community.

1. Purpose - What is the aim of our Interest Group?

As per broad mission and supports - To increase awareness and act on Child Protection issues in the Bankstown Local Government Area

2. Membership - Who are we made up of?

Currently over 100 services on database (includes a Mail & Email address book).
Includes Child & Family services, peak orgs, government agencies, school counselors.

3. Representation - What do we expect from each other attending?

Active & involved discussions at meetings. Information exchange & appropriate distribution outside meetings.

What do we accept responsibility for when attending?

BCPIG members will share information obtained at meetings within their own services i.e. with other colleagues & projects, and clients if appropriate.

Role sharing e.g. members agree to share taking minutes & chairing.

4. Meetings - When will meetings happen?

Meetings are planned 3 times per year and will be held at BCRG premises (Level 2 23 Marion Street, Bankstown 2200).

The meeting time will be between 12.15 - 2.15pm (includes lunch)

How and when will notice of meetings be communicated?

The last BCPIG meeting of the year will set the meeting dates for the following year.

A Calendar with all BCPIG meetings will be annually distributed by the BCRG CSCDO.

An email version of the calendar will be sent out at the beginning of the year.

The calendar is also placed on BCRG website (www.bcr.org.au)

The minutes of the BCPIG meeting will be placed on the BCRG website 2 weeks after the meeting is held.

The Agenda for the next BCPIG meeting will be placed on the BCRG website 2 weeks before the meeting is held.

The previous minutes and the agenda for the next BCPIG meeting will be emailed out together, to all members 2 weeks before the meeting is held.

5. Convener and Accountable body?

The CSCDO (Children's Services Community Development Officer) at BCRG (Bankstown Community Resource Group) convenes the BCPIG meetings as one of the networks under the umbrella network -The Bankstown Children's Services Forum (BCSF).

The BCRG CSCDO convenes all the network meetings under the BCSF.

These include: The Bankstown Early Childhood Intervention Committee (BECIC), &
The Authorised Supervisors Link Up (ASLU).

Administration of BCSF, BECIC & BCPIG is a duty of the BCRG CSCDO.

Contact details for CSCDO are: (9796 1561) Maria Marmarinos BCPIG
Kathy Theofilopoulou BECIC
Maria & Kathy ASLU & BCSF

Where will resources/grants be held on behalf of the partnership?

All resources and project funds are managed by the BCRG CSCDO position for the BCPIG

BCPIG Meeting Developed: 2nd March 2009

BCPIG Meeting Accepted: 1st June 2009

Date to be amended: 1st BCPIG meeting 2010