

School Agreement

THE AGREEMENT

Kids Hope Aus Ltd ABN 66 167 768 158 ("**Kids Hope**") and [School Name] enter into this agreement to work together in delivering the Kids Hope mentoring program, a proven, school-based model designed to support the wellbeing of children experiencing vulnerability.

The purposes of this agreement are to clarify roles and responsibilities in the delivery of the program - particularly in relation to the protection of children - and to address liability and insurance issues.

Kids Hope provides trained and supported volunteer mentors to the school through its established network of local church partners. These mentors offer one-to-one support to referred students on school grounds during school hours.

The school will identify children who would benefit from additional social and emotional support, and will obtain parental/guardian consent before students begin the program.

Kids Hope is committed to best practice child safety standards and has adopted the National Principles For Child Safe Organisations to guide its work.

The following are the commitments of Kids Hope and the school respectively. For the avoidance of doubt, the parties intend to create legal relations and agree that these reciprocal commitments constitute non-monetary consideration.

KIDS HOPE

The following are the responsibilities that Kids Hope has in the delivery of the program:

1. To ensure that all mentors:

- have been screened for their suitability through an application process and referee checks;
- have received appropriate child protection training;
- have current Working with Children Checks (or relevant state-based equivalent);
- agree to the Mentor Code of Conduct, a copy of which is appended;
- provide annual statements to the effect that there have been no changes which would render them ineligible to work with children. Failure to provide an annual declaration will result in automatic suspension pending compliance and must be reported to the school.

Note: The work of screening and child protection training will ordinarily be done in coordination with one or more local church partners in conformity with the requirements of the church's denomination for child-safe practice, and pursuant to a separate agreement between Kids Hope and a partner church. In circumstances where mentors come from a variety of churches this screening and training will be organised by Kids Hope.

2. To appoint and train a Kids Hope Program Coordinator to:

- oversee the delivery of the program at your school;
- liaise directly with the nominated School Contact;
- match approved mentors with referred students;
- provide ongoing support and endeavour to ensure that all mentors follow all program expectations and school procedures;
- Maintain clear and consistent communication with the school to support scheduling, issue resolution, and program quality.

3. To provide an evidence-based mentoring framework that prioritises:

- Consistent, caring, one-to-one relationships;
- respect for the child's identity, cultural background, and values, upholding confidentiality and privacy;

- safe, structured mentoring focused solely on emotional and social support—mentors do not teach, supervise, discipline, or engage in any religious or political instruction.
4. Supply schools with program resources and support, including:
 - access to training materials and program documentation;
 - weekly Progress Report templates;
 - annual teacher and student feedback tools;
 - ongoing support from Kids Hope state staff and the national team.
 5. Kids Hope agrees to maintain Public Liability Insurance concerning its role in relation to this program.
 5. Unless the matter has already been reported to the school, Kids Hope will notify the school as soon as practicable and in any event within 48 hours of any incidents of which it becomes aware, that give rise to concerns about the suitability of the mentor to work with children or which otherwise could affect the reputation of the mentoring program.
 6. Kids Hope agrees to satisfy any reasonable requests from the school to audit its compliance with these obligations.

CHILD PROTECTION

The **Kids Hope Child Protection Manual** is a foundational document that outlines our policies, procedures, code of conduct, and commitment to child safety. It is available here for your information.

<https://kidshope.org.au/wp-content/uploads/2023/09/Child-Protection-Manual.pdf>

THE SCHOOL

1. The following are the responsibilities that the school has in the delivery of the program:

- To complete all risk assessments prior to the commencement of the program in the School;
- to select the children to be part of the mentoring program;
- to ensure that parents of children referred to the program receive a Parent Information flier and sign the Parent Consent Form prior to the commencement of the mentoring program;
- to advise the coordinator or the mentor of any issues of which the mentor ought to be aware, for example, cultural issues for a child of Aboriginal heritage;
- to advise the coordinator of any particular requirements the school has concerning the involvement of volunteers;
- to provide a safe, publicly observable space for mentors and children to meet each week in which the child and mentor are at all times in a line of sight to another adult. This includes but is not limited to areas for cooking, sport, gardening, outside play and craft, depending on the child's interests;
- to collect and store the weekly Progress Reports following the relevant state or territory record keeping requirements;
- to provide a Kids Hope School Contact to work with the Program Coordinator to manage the program at the school.

2. The responsibilities of the School contact include:

- School administration of the Kids Hope program;
- referring children to the program in a timely manner;
- matching of children with their new mentors in partnership with the Coordinator;
- providing a school tour and induction for the Mentors;
- managing the collection and storage of the weekly Progress Reports and maintaining their confidentiality;
- obtaining child feedback as part of the review process;
- encouraging teaching staff to complete the annual Teacher Survey.

3. The school must ensure that volunteer activities undertaken at the school are covered by the School's Public Liability Insurance.
4. The school must notify the Kids Hope Program Coordinator and Kids Hope's office as soon as practicable and in any event within 48 hours of any incidents that give rise to concerns about the suitability of the mentor to work with children or which otherwise might affect the reputation of the mentoring program.
5. The school shall notify Kids Hope as soon as practicable and in any event within 48 hours if it decides to suspend or terminate a mentor's involvement in the school and will do whatever is necessary to cooperate with Kids Hope if Kids Hope decides to suspend or terminate a mentor's involvement in the program.
6. The school agrees that, to the extent permitted by law, Kids Hope shall not be held liable for any loss or liability suffered or incurred by any person, except to the extent that such loss or liability is directly caused by the negligence of Kids Hope. This clause shall survive termination of the Agreement.
7. The school agrees to co-operate with Kids Hope and its insurers should the need arise, and to take reasonable steps to mitigate loss, preserve evidence, and assist with investigations and claims.
8. The school agrees to satisfy any reasonable requests from Kids Hope to audit its compliance with these obligations.

Privacy and Confidentiality

Personal information about mentored children/families will be held in the strictest confidence and will not be disclosed to any person other than the School and participating churches, except as required by this Agreement or by law.

Kids Hope and the school agree that to the extent permitted by law, the provision of information from one to the other, or between the Kids Hope co-ordinator and the school, on matters concerning child safety shall be an exception to otherwise applicable requirements concerning privacy and confidentiality.

Termination of Agreement

This Agreement continues until such time as either the school or Kids Hope withdraws from the Agreement. Either party will provide at least four weeks' notice in order to support a transition plan and to avoid unnecessary disruption to mentoring relationships.

Notwithstanding this notice period, the school or Kids Hope may terminate this Agreement or withdraw from its involvement in the program by notice to the other party at any time for reasons of child safety, reputational risk or breach of the obligations in this Agreement, and should the school decide thereafter to continue a mentoring program it should not do so using the name of Kids Hope or holding itself out to be supported by Kids Hope.

Appendix 1

Summary of Child Protection Responsibilities

Screening for suitability and child protection training: **Church**, in relation to its mentors, in compliance with Kids Hope and denominational requirements and any additional requirements of the state or territory.

Ensuring mentor has a working with children approval and meets all other legal requirements of the State or Territory to work with children: **Church**

Checking regularly on the currency of Working with Children approvals: **Kids Hope**

Training of mentors and coordinators: **Kids Hope**

Parental consent: the **School**

Mandatory reporting: **mentor** to report concerns to the school (although the Kids Hope mentor may have his or her own independent legal responsibility). Nothing in this agreement limits or replaces any obligation under child protection legislation to make a report to statutory authorities. All parties acknowledge that mandatory reporting obligations operate independently of internal reporting pathways.

Provision of safe place to mentor within line of sight of others: the **School**.

Maintenance of appropriate insurance cover for volunteers: each of the **school**, the **church** and **Kids Hope**.

Timely reporting of incidents: **Mutual** - each of the church and Kids Hope should report to the other, as soon as practicable and in any event within 48 hours of any child safety related incidents or other issues that might affect the reputation of, the mentoring program.

Suspension of mentors: the **school**, the **church** or **Kids Hope**.

Storage of records: weekly Progress Reports to be kept by the **school** in accordance with state or territory requirements.

Appendix 2: Code of Conduct

Please find the Kids Hope Code of Conduct [here on our website](http://kidshope.org.au/wp-content/uploads/2026/04/2026-04-15_Code-of-Conduct_Village-Agreement.pdf):

http://kidshope.org.au/wp-content/uploads/2026/04/2026-04-15_Code-of-Conduct_Village-Agreement.pdf

SCHOOL DETAILS

School Name: _____

Street Address: _____

Suburb: _____ State: _____ Postcode: _____

School Email: _____

School Phone: _____

Principal's Name: _____

Principal's Email: _____

Kids Hope School Contact (Program Liaison)

Name: _____

Role: _____

Email: _____

Mobile: _____

SCHOOL DECLARATION

☐ I have read and agree to these terms and conditions of this School Agreement.

☐ Our school has nominated the School Contact above to manage and support the running of the Kids Hope program.

Signed on behalf of the School by an authorised representative:

Full Name: _____

Position: _____

Signature: _____

Date: _____

Signed on behalf of Kids Hope Aus Ltd by an authorised representative:

Full Name: _____

Position: _____

Signature: _____

Date: _____