



Child Risk Management Strategy

This Strategy is based on a template taken from the ISQ template of the same name. It has been edited to be congruent with its companion the LEQ Child Protection Policy and Procedures Template

Purpose:	The purpose of this strategy is to eliminate and minimise risk to child safety to ensure the safety and wellbeing of all students	
Scope:	Students and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements	
Status:	Approved	Supersedes:
Authorised by:	Principal	Date of Authorisation: 9-8-2016
References:	<ul style="list-style-type: none"> • Working with Children (Risk Management and Screening) Act 2000 (Qld) • Working with Children (Risk Management and Screening) Regulation 2011 (Qld) • Child Protection Act 1999 (Qld) • Education (Accreditation of Non-State Schools) Act 2001 (Qld) • Education (Accreditation of Non-State Schools) Regulation 2001 (Qld) • Education (General Provisions) Act 2006 (Qld) • Education (General Provisions) Regulation 2006 (Qld) • Education Services for Overseas Students (ESOS) Act 2000 (Cth) • Education (Overseas Students) Regulation 1998 (Qld) • Education (Queensland College of Teachers) Act 2005 (Qld) • Education and Care Services National Law (Queensland) Act 2011 (Qld) • Education and Care Services National Regulation 2011 (Qld) • Child and Youth Risk Management Strategy Toolkit 	
Review Date:	Annually	Next Review Date: July 2017
Document Owner:	Faith Lutheran College, Redlands	

Procedure Statement and a Statement about Commitment

Faith Lutheran College, Redlands is committed to the safety and wellbeing of students enrolled at the College. In accordance with sections 171 and 172 of the *Working with Children (Risk Management and Screening) Act 2000* (QLD), Faith Lutheran College, Redlands is dedicated to eliminating and minimising risks to child safety through this Strategy which includes and refers to various other policies and procedures to effectively ensure the safety and wellbeing of children in the school's care.

This Child Risk Management Strategy is evidence of Faith Lutheran College, Redlands commitment to the safety and wellbeing of children and the protection of children from harm in fulfilment of the requirements of section 3(1)(a) of the *Working with Children (Risk Management and Screening) Regulation 2011* (Qld).

Implementation

In practice, Faith Lutheran College, Redlands commitment to acting in accordance to the *Working with Children (Risk Management and Screening) Act* ("the Act") to ensure the safety and wellbeing of students means that it will implement the measures outlined below in points 1 - 8.

1. Code of Conduct

At Faith Lutheran College, Redlands we expect our employees to conduct themselves as follows:

College employees are expected to always behave in ways that promote the safety, welfare and well-being of children and young people. They must actively seek to prevent harm to children and young people, and to support those who have been harmed.

Specific responsibilities include:

- Employees should avoid situations where they are alone in an enclosed space with a student.
- When physical contact with a student is a necessary part of the teaching/learning experience, employees must exercise caution to ensure that the contact is appropriate and acceptable. Employees must always advise the student of what they intend doing and seek their consent.
- Employees must not develop a relationship with any student that is, or that can be interpreted as having a personal rather than a professional interest in a student.
- Employees must not have a romantic or sexual relationship with a student.

This commitment is evidence of Faith Lutheran College, Redlands fulfilment of the requirements of section 3(1)(b) of the Regulation.

2. Recruitment, Selection, Training and Management Procedures

Faith Lutheran College, Redlands is committed to recruiting, selecting, training and managing employees in such a way that limits risks to children. In particular, Faith Lutheran College, Redlands will:

- Ensure that its recruitment and selection procedures act to reduce the risk of harm to children from employees via:
 - Accurate position descriptions, including whether the successful applicant must be a teacher registered with the Queensland College of Teachers (who has been subject to relevant police and other safety checks), whether a Blue Card is necessary for the successful applicant, the responsibilities and supervision associated with the position, the nature and environment of the service provided to children, and the experience and qualifications required by the successful applicant.

- Advertising the position with a clear statement about the College's commitment to safe and supportive work practices and identifying that candidates will be subject to a teacher registration check or Blue Card screening, a police check, referee checks, identification verification and the requirement to disclose any information relevant to the candidates' eligibility to engage in activities including young people.
- A selection process that includes assessing the application via an interview process and referee and other checks (as identified above) based on the accurate position description.
- A probationary period of employment, which allows the school to further assess the suitability of the new employee and to act as a check on the selection process.
- Ensure that its training and management procedures act to reduce the risk of harm to children from employees via:
 - Management processes that are consistent, fair and supportive.
 - Performance management processes to help employees to improve their performance in a positive manner.
 - Supportive processes for staff when they are experiencing challenges, such as mentoring, mediation, conflict resolution, coaching, additional training, and external support and counselling services.
 - An induction program which thoroughly addresses the school's policies and procedures, particularly its expectations regarding child risk management and to assist employees to understand their role in providing a safe and supportive environment for children.
 - Training new and existing staff on an ongoing basis to enhance skills and knowledge and to reduce exposure to risks, as follows:
 - The school's policies and procedures;
 - Identifying, assessing and minimising risks to children; and
 - Handling a disclosure or suspicion of harm to a child.
 - Keeping a record of the training provided to employees.
 - Exit interviews to assist the school to identify broader issues of concern that may impact on the safety and welling of children at the College.

This commitment is evidence of Faith Lutheran College, Redlands fulfilment of the requirements of section 3(1)(c) of the Regulation.

3. Handling Disclosures or Suspicions of Harm

Any of the types of concerns or reports below should be reported and managed under the Faith Lutheran College, Redlands Child Protection Policy and Protection Procedure.

To report any type of harm, all staff members should use the Report of Suspected Harm or Sexual Abuse:

- Form – online form on WebLocker – Report of Suspected Harm or Sexual Abuse.
- Form - A copy of which is found as an appendix to the College's Child Protection Procedure.

Furthermore, and in accordance with section 76 of the *Education (Queensland College of Teachers) Act 2005*, the Principal of Faith Lutheran College, Redlands will report to the Queensland College of Teachers any investigations into allegations of harm caused, or likely to be caused, to a child because of the conduct of a relevant teacher at the College.

This commitment is evidence of Faith Lutheran College, Redlands fulfilment of the requirements of section 3(1)(d) of the Regulation.

4. Managing Breaches of this Child Risk Management Strategy

Faith Lutheran College, Redlands is committed to appropriately managing breaches of this Child Risk Management Strategy in accordance with its other relevant policies as appropriate in the circumstances, such as its Child Protection Policy and Procedure, Community Code of Conduct, Grievance Procedures and Enterprise Bargaining Agreement and this is evidence of fulfilment of the requirements of section 3(1)(e) of the Regulation.

5. Implementing and Reviewing the Child Risk Management Strategy

This Strategy in its entirety and its related policies and procedures are evidence of fulfilment of the requirements of section 3(1)(f)(i) of the Regulations relating to implementation.

The introduction to this Child Risk Management Strategy and the “Compliance and Monitoring” section below state Faith Lutheran College, Redlands commitment to reviewing the Strategy annually and are evidence of fulfilment of the requirements of section 3(1)(f)(i) of the Regulation relating to review.

6. Blue Card Policies and Procedures

Faith Lutheran College, Redlands is committed to acting in accordance with chapter 8 of the Act relating to the screening of employees in such a way that limits risks to children. In particular, Faith Lutheran College, Redlands will:

- Require relevant perspective or current employees, volunteers, trainee students and school board members to apply for a Blue Card or Exemption Notice, and check the validity and appropriateness of any currently held notices as appropriate, in accordance with Faith Lutheran College, Redlands position descriptions and the Act.
- Complete an *Authorisation to confirm a valid card* application when necessary.
- Submit a *Change in police notification* form when notified by employee that such a change has occurred.
- Not allow a person to continue to work with children if their Blue Card or Exemption Notice is cancelled or suspended or a negative notice is received after a change of police information.
- Submit a *No longer with organisation* form when appropriate.
- Appoint a school contact person who will be responsible for managing the screening process and all related documentation and records.
- Keep written records of all the above actions, decisions and outcomes, including the dates of expiry of Blue Cards and Exemption Notices.
- Ensure that all information in relation to Blue Cards and Exemption Notices is kept confidential.
- Act to remind employees to keep their Blue Card or Exemption Notice up to date.

This commitment is evidence of Faith Lutheran College, Redlands fulfilment of the requirements of section 3(1)(f)(ii) of the Regulation.

7. High Risk Management Plans

Faith Lutheran College, Redlands is committed to identifying risks, assessing risks, eliminating and minimising risks and the monitoring of risk to the safety of children on an ongoing basis. Faith Lutheran College, Redlands will utilise various risk management tools to assist it in this process and will keep appropriate records of decisions made and actions taken in relation to risks to children.

This commitment is evidence of Faith Lutheran College, Redlands fulfilment of the requirements of section 3(1)(g) of the Regulation.

8. Strategies of Communication and Support

Faith Lutheran College, Redlands commitment to making this Child Risk Management Strategy available to students, parents and employees via the College website is evidence of fulfilment of the requirements of section 3(1)(h)(i) of the Regulation.

Faith Lutheran College, Redlands is committed to training employees in relation to risks to children and will conduct this training regularly via annual formal training events, informal updates at staff meetings and through staff newsletters and this is evidence of fulfilment of the requirements of section 3(1)(h)(ii) of the Regulation.

Responsibilities

Faith Lutheran College, Redlands is responsible for developing and implementing this Child Risk Management Strategy and related policies and procedures to ensure it fulfils its obligations.

All employees at Faith Lutheran College, Redlands are responsible for acting in compliance with this Child Risk Management Strategy and related policies and procedures.

Compliance and Monitoring

Faith Lutheran College, Redlands is committed to the annual review of this Strategy. Faith Lutheran College, Redlands will also record, monitor and report to the Senior Administration Leadership Team and others as appropriate at the College regarding any breaches of the Strategy.

In addition, Faith Lutheran College, Redlands is committed to other various compliance and monitoring arrangements made under relevant policies and procedures.

Related Documents

- Faith Lutheran College, Redlands Child Protection Policy and Procedure
- Faith Lutheran College, Redlands Grievance Procedure
- Faith Lutheran College, Redlands Blue Card Register
- Faith Lutheran College, Redlands Community Code of Conduct
- Faith Lutheran College, Redlands Performance Management System

Helpful Links

- Independent Schools Queensland's [Child Protection Decision Support Trees](#)
- Department of Communities, Child Safety and Disability Services' [Child Protection Guide](#) resource