| Student Protection Risk Management Strategy	
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Author	Assistant Principal – Pastoral Care
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Student Protection Risk Management Strategy

Under the *Working with Children (Risk Management and Screening) Act 2000*

1. Introduction

Queensland's blue card system is a key prevention and monitoring system of people working with children and young people and aims to minimise the risks of harm to children and young people when receiving services and participating in activities which are essential to their development and wellbeing, such as childcare, education, sport, and cultural activities.

The blue card system is made up of three components which considers past, present, and future risks:
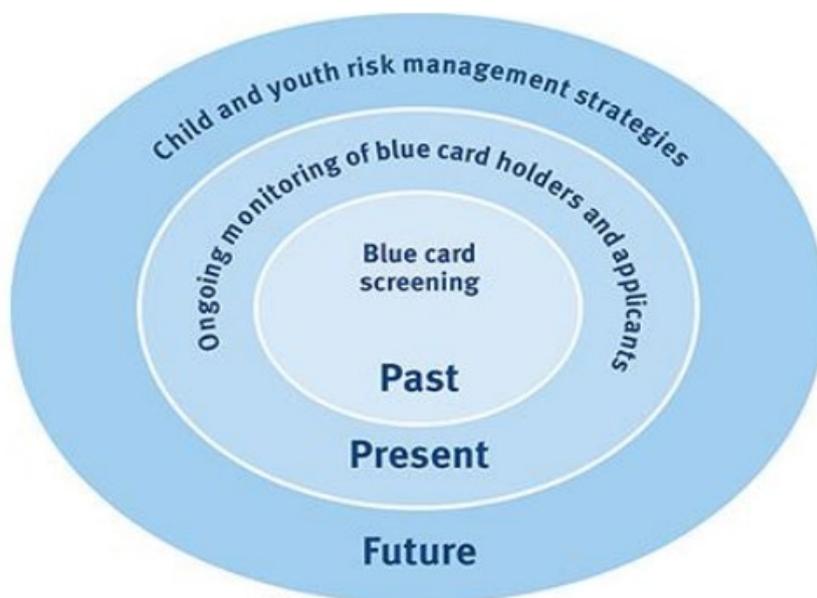
1. PAST (Blue card screening) – assesses a person's eligibility to work with children based on their known past police and disciplinary information. It prevents people from working with children if their past behaviour indicates that they are unable to protect a child from harm and promote their wellbeing. It also disqualifies certain people from applying for a blue card.

2. PRESENT (Ongoing Monitoring) - Blue Card holders and applicants are closely monitored for changes in their criminal history to enable action to be taken to protect children and young people if the person is charged with an offence relevant to their child-related employment.

3. FUTURE (Risk Management strategies) - Organisations providing child-related services are required to mitigate future risk by developing and implementing child and youth risk management strategies and reviewing them annually.

2. What is the Student Protection Risk Management Strategy ?

The Child and Youth Risk Management Strategy forms part of the Blue Card prevention and monitoring system administered by the Department of Justice and Attorney General, Blue Card Services, which aims to create safe and supportive service environments for children and young people.

Under the provisions of the *Working with Children (Risk Management and Screening) Act 2000*

and the *Working with Children (Risk Management and Screening) Regulation 2011*, regulated employers and businesses are required to develop and implement risk management strategies to identify and minimize the risk of harm to children and young people in their service environment. St Ursula's College is a regulated employer under the legislation, where our school is part of a service environment. Therefore, a risk management strategy is required and is to be reviewed every twelve months. St Ursula's College is required to follow and meet the requirements of this strategy.

3. What does the Student Protection Risk Management Strategy contain?

Section 3 of the *Working with Children (Risk Management and Screening) Regulation 2011* sets out the 8 minimum requirements to be included in this strategy. To meet our legislative obligations, the *Student Protection Risk Management Strategy* includes the eight minimum requirements under key areas of service delivery. These are:

Commitment
1. A statement of commitment to the safety and wellbeing of children and the protection of children from harm; and
2. A code of conduct for interacting with children.

Capability
3. Written procedures for recruiting, selecting, training, and managing staff and volunteers.

Concerns
4. Policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines.
5. A plan for managing breaches of your risk management strategy; and
6. Risk management plans for high-risk activities and special events.

Consistency

7. Policies and procedures for managing compliance with the blue card system; and

8. Strategies for communication and support.

4. What does the St Ursula's College Student Protection Risk Management Strategy look Like?

St Ursula's College meets these eight requirements through our policies, procedures, and practices across a number of key areas, including for example:
*   Our [Student Protection Policy: Guidelines and Student Protection Processes](#)
*   Our *St Ursula's College Staff Code of Conduct* (found on PolicyConnect)
*   Our *Work Health and Safety and Risk Management Program* (found on PolicyConnect)

The following identifies how the requirements of the *St Ursula's College Student Protection Risk Management Strategy* are met through our policies, procedures, and practices.

a. A statement of commitment to the principles of safe and supportive service environments

Our statement of commitment is contained within the *[Student Protection Policy: Guidelines and Student Protection Processes](#)*, which governs the operation of our student protection procedures. This response is, in the first instance, inspired by the belief that every child and youth is made in

the image of God and must be protected and treated with respect. Parents are the primary educators of their children, and this policy is an expression of our partnership with parents in providing for the safety and protection of all children.

The well-being of students within St Ursula's College is of paramount importance. The *Student Protection Policy: Guidelines and Student Protection Processes*, guides the implementation of our student protection procedures and we are committed to ensuring that all employees and volunteers follow these processes.

b. Code of Conduct

The [Staff Code of Conduct](#) applies to all employees within St Ursula's College, engaged on a relief, casual, fixed term or continuing basis and is continually reviewed. This sets out the expectations of the appropriate use of social media (refer to Staff Code of Conduct). The conduct of volunteers is set out under the College [Code of Conduct – Parents/Carers and Families, Visitors and Volunteers](#), and for visiting service providers in the *Code of Conduct – Contractors (Building).*

c. Recruitment, selection, training, and management strategies that encourage best practice and enhance the safety and wellbeing of children and young people

Recruitment processes within St Ursula's College are detailed in the College Recruitment and Selection Policy document to ensure a comprehensive and consistent practice is adopted when employing new staff.

i. Teaching staff

All teachers employed within St Ursula's College are registered with the Queensland College of Teachers. Confirmation of registration and qualifications are undertaken at employment. The Student Protection Policy: Guidelines and Student Protection Processes outline the process by which the Queensland College of Teachers is advised of any investigations involving a registered teacher. All Teaching staff undergo professional development training on an annual basis.

ii. Non-Teaching staff and volunteers

All non-teaching staff and volunteers have been issued with a Blue Card by Blue Card Services Qld, in accordance with the Working with Children (Risk Management and Screening) Act 2000, unless an exemption applies. The school maintains a register of all non-teaching staff and volunteers' Blue Card details, including number and renewal date. Details of non- teaching employees' Blue Cards are also kept at the College on a register and in each relevant individual's personnel file. New non-teaching employees must present their issued Blue Card prior to commencing employment. In addition, all volunteers require a Blue Card prior to commencing any volunteer duties.

iii. New Employees

Teaching staff must be registered with the Queensland College of Teachers and non-teaching staff have been issued with 'suitability notices' (Blue Card) by Blue Card Services. Reference checks for all applicants are also to be checked by the chair of the selection panel. These referee checks address specific student protection questions and the applicant's suitability to work with children.

iv.   Induction

All new staff members are provided with an induction upon commencement of duties. Volunteers are also required to complete an induction process as part of their orientation to the College.

Information around these induction processes is in the *College Recruitment & Selection Policy (Appendices A, B & C)* available on PolicyConnect.

5. Policies and procedures for handling disclosures and suspicions of harm

St Ursula's College is required to follow the *Student Protection Policy: Guidelines and Student Protection Processes* in relation to reporting sexual abuse or likely sexual abuse of students, harm to students and inappropriate behaviour by employees. These procedures contain the mandatory reporting forms used to report abuse and harm to students to the relevant state authorities.

These procedures meet the legislative requirements of the *Education (General Provisions) Act 2006,* the *Education (Accreditation of Non-State Schools) Regulation 2017* and the *Child Protection Act 1999.*

All staff receive annual professional development in relation to the Student Protection Policy: Guidelines and Student Protection Processes.

Five School Student Protection Contacts (SSPCs) are nominated as staff members to whom students can raise any concern. These SSPCs receive additional mandatory training on an annual basis and are a resource to school staff for support and guidance.

Volunteers are required to follow the processes outlined in the College *Code of Conduct – Parents/Carers and Families, Visitors and Volunteers*, which is provided to all volunteers as part of the induction process.

6. Policies and Procedures for the occasions where there might be a breach of St Ursula's College Student Protection Risk Management Strategy

For the purposes of this strategy, a breach is any action or inaction by any employee within St Ursula's College that fails to comply with any part of the St Ursula's Student Protection Risk Management Strategy. Allegations of breaches of the Student Protection Risk Management Strategy are managed under the principles of procedural fairness and natural justice.

Breaches of the requirements of the *St Ursula's Staff Code of Conduct* and the *Student Protection Policy: Guidelines and Student Protection Processes* are outlined in the respective documents.

For other elements of the risk management strategy, breaches are dealt with under the Code of Conduct and conducted by the principal or delegate.

7. A Planning Process for high-Risk Activities and Special Events

It is a requirement that a planning process is in place from a student protection perspective in relation to high-risk activities and special events. Such processes are a key element of ensuring the safety and well-being of students. Where possible, there is alignment between high-risk activity planning from both a Work Health and Safety (WHS) and student protection perspective.

The St Ursula's College has planning processes for excursions, camps and events that encompass child protection requirements.

Risk management processes for activities capture key student protection requirements.

8. Policies and procedures for managing compliance with the Blue Card system.

Employee Blue Cards are monitored through the Blue Card Registers at the College. Monitoring of Blue Card status is ongoing to ensure the appropriate renewal and application processes are followed.

This strategy will be reviewed annually. Parents/guardians and staff will be notified of any changes to the Student Protection Risk Management Strategy as a result of the review via e-news.

9. Strategies for communication and support for all stakeholders including children and young people

St Ursula's College utilises a number of mechanisms to ensure awareness for staff, students and families around student protection and the Student Protection Risk Management Strategy, including:
   i. School Student Protection Posters within the College
   ii. Provision of publicly available *Student Protection Policy: Guidelines and Student Protection Processes* on the St Ursula's College website
   iii. Publishing this *Student Protection Risk Management Strategy* on the College website
   iv. Student protection information for students is included in the student College diary.
   v. The College Board undergoes annual Student Protection training.

Training and Professional Development for employees, including student protection, professional boundaries, and the Code of Conduct. These resources and strategies are continually implemented and reviewed annually to mitigate risk.

St Ursula's College is committed to achieving high standards in our school and values all feedback. In the event of a complaint arising with regard to the application of our student protection processes, complaints can be made under the mechanisms detailed in the College Grievance (Maintaining Right Relations) Policy. This document is available on the College website.

Extensive support is provided by the College to employees, volunteers, parents and students including but not limited to, the following:
- Approximately 5 Student Protection Contacts to whom employees, volunteers, students, and parents can confer allegations or concerns of harm, risk of harm of a student and inappropriate behaviour of a staff member or volunteer towards a student (within their legislative responsibility).

- 2 onsite psychologists – assisting individual students and families with personal issues and share in the responsibility working alongside family, teaching, and support staff to provide a positive learning environment.
- Educational Support includes extension or support to the student's learning program. In situations where more intensive and specific help is required, the class teachers, relevant Head of Year and learning support staff work together to prepare the most appropriate learning and management plan.
- College Chaplain - The College Chaplain provides pastoral care for students, staff and parents as required.
- Pastoral Care – Pastoral Care groups (comprising of 12-16 students from Year 7 through to Year 12) are led by Pastoral Care teachers. The aim is to develop a sense of 'family' within the group and provide support for students and their families.
- Wellbeing Program – timetabled wellbeing lessons for all students which teaches students the skills for flourishing as a growing individual. Some of these skills include emotion management, problem solving skills, relationship building, persistence, positive choices, bullying prevention, safe behaviours, growth mindset, etc. and encourage characteristics such as grit, resilience, kindness.
- Students are informed of their options by their teachers in Wellbeing lessons, Year Level Meetings, and information relevant to Student Protection is in the College Student Diary. Students and parents who have concerns or information relating to the safety of a student are encouraged to report the information to one of the College's 5 Student Protection Contacts or the Principal.

10. Additional Requirements:

a. Weapons in Schools
The philosophy underpinning St Ursula's College is one that promotes peace and safety in our school environment. Therefore, the bringing to school of any weapon, including knives, guns, or replicas, is strictly prohibited. A list of these items is included in the College's Student Diary.

11. What are the implementation responsibilities for St Ursula's College ?

In order to comply with the Student Protection Risk Management Strategy, St Ursula's College is required to follow and implement the requirements as detailed above, including:

- Ensuring that all relevant policies and procedures are followed, for example the *Student Protection Policy: Guidelines and Student Protection Processes*.
- Ensuring that all school staff receive training and guidance in applicable areas
- Ensuring that risk management plans are developed and implemented for all high-risk activities

The focus of this strategy is around managing risks as part of the Blue Card System – broader WHS strategies are still required as a component of overarching risk management requirements.

12. Relevant legislation

a. Education (General Provisions) Act 2006 (Qld)

b. Working with Children (Risk Management and Screening) Act 2000

c. Working with Children (Risk Management and Screening) Regulation 2011,

d. Child Protection Act 1999

e. Work Health and Safety Act 2011(Qld)

13. Related policies

a. College Staff Code of Conduct

b. College Student Code of Conduct

c. College Code of Conduct – Parents/Carers and Families, Visitors and Volunteers

d. College Student Protection Policy & Processes

e. College Grievance (Maintaining Right Relations) Policy and Procedure

f. College Blue Card - Working with Students Policy College

g. College Conflict of Interest Policy

14. Strategy distribution

This Strategy is to be published on PolicyConnect and the College website.

15. Review

This Strategy will be reviewed annually

16. Amendment Register

Issue No	Date of Issue	Details of next review and reason for amendment
01	09 Nov 2022	09 Nov 2023
02		
03		
04		