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Child Protection Policy
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1 Introduction

Statement The safety, protection and wellbeing of all students are of fundamental importance to Enkindle Village School. The School has a range of obligations relating to the safety, protection and welfare of students, including:

- A duty of care to ensure that reasonable steps are taken to prevent harm to students;
- Obligations under child protection legislation; and
- Obligations under work health and safety legislation.

2 Purpose and scope of the policy

The purpose of this policy is to provide written processes about – (a) how the school will respond to harm, or allegations of harm, to students under 18 years; and (b) the appropriate conduct of the school’s staff and students to comply with accreditation requirements.

Students and employees, including full-time, part-time, permanent, fixedterm and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements at Enkindle Village School and covers information about the reporting of harm and abuse.

3 Definitions

- Section 9 of the Child Protection Act 1999 - “Harm”, to a child, is any detrimental effect of a significant nature on the child’s physical, psychological or emotional wellbeing.

1. It is immaterial how the harm is caused.

2. Harm can be caused by— a) physical, psychological or emotional abuse or neglect; or b) sexual abuse or exploitation.

3. Harm can be caused by— a) a single act, omission or circumstance; or b) a series or combination of acts, omissions or circumstances.

- Section 10 of the Child Protection Act 1999 - A “child in need of protection” is a child who— a) has suffered significant harm, is suffering significant harm, or is at unacceptable

risk of suffering significant harm; and b) does not have a parent able and willing to protect the child from the harm.

- Section 364 of the Education (General Provisions) Act 2006 - “Sexual abuse”, in relation to a relevant person, includes sexual behaviour involving the relevant person and another person in the following circumstances – (a) the other person bribes, coerces, exploits, threatens or is violent toward the relevant person; (b) the relevant person has less power than the other person; (c) there is a significant disparity between the relevant person and the other person in intellectual capacity or maturity.

4 Policy Details

Health and Safety

Enkindle Village School has written processes in place to enable it to comply with the requirements of the Work Health and Safety Act 2011 (Qld) and the Working with Children (Risk Management and Screening) Act 2000 (Qld).

Responding to Reports of Harm

When Enkindle Village School receives any information alleging 'harm'¹ to a student (other than harm arising from physical or sexual abuse) it will deal with the situation compassionately and fairly so as to minimise any likely harm to the extent it reasonably can.

This is set out in the school’s Child Risk Management Policy.

Information relating to physical or sexual abuse is handled under obligations to report set out in this policy²

Conduct of Staff and Students

All staff, contractors and volunteers must ensure that their behaviour towards and relationships with students reflect proper standards of care for students. Staff, contractors, and volunteers must not cause harm to students³

Reporting Inappropriate Behaviour

If a student considers the behaviour of a staff member to be inappropriate, the student should report the behaviour to:

- Acting Principal – Janelle Hayes
- Designated safe persons: As of 2024 these are: Michelle Tilley, Max Riley, Roderick Budd

Dealing with Report of Inappropriate Behaviour

A staff member who receives a report of inappropriate behaviour must report it to the principal. Where the principal is the subject of the report of inappropriate behaviour, the staff member must inform a member of the school's Management Committee.

Reports will be dealt with under Enkindle Village School's Complaints Handling Policy.

Reporting Sexual Abuse⁶

Section 366 of the Education (General Provisions) Act 2006 states that if a staff member becomes aware, or reasonably suspects, in the course of their employment at the school, that any of the following has been sexually abused by another person:

- a) a student under 18 years attending the school;
- b) a kindergarten aged child registered in a kindergarten learning program at the school;
- c) a person with a disability who: -
 - i. under section 420(2) of the Education (General Provisions) Act 2006 is being provided with special education at the school; and
 - ii. is not enrolled in the preparatory year at the school.

then the staff member must give a written report about the abuse or suspected abuse to the principal or to a member of the school's Governing Body immediately.

Enkindle Village School's principal or the Committee Member must immediately give a copy of the report to a police officer.

If the first person who becomes aware or reasonably suspects sexual abuse is Enkindle Village School's principal, the principal must give a written report about the abuse, or suspected abuse to a police officer immediately and must also give a copy of the report to a director of the school's governing body immediately.

A report under this section must include the following particulars: -

- a) the name of the person giving the report (the first person);
- b) the student's name and sex;
- c) suspecting, that the student has been sexually abused by another person;

- d) details of the abuse or suspected abuse;
- e) any of the following information of which the first person is aware: -
 - i. the student's age;
 - ii. the identity of the person who has abused, or is suspected to have abused, the student;
 - iii. the identity of anyone else who may have information about the abuse or suspected abuse.

Reporting Likely Sexual Abuse⁸

Section 366A of the Education (General Provisions) Act 2006 states that if a staff member reasonably suspects in the course of their employment at the school, that any of the following is likely to be sexually abused by another person: -

- a) a student under 18 years attending the school;
- b) a kindergarten aged child registered in a kindergarten learning program at the school;
- c) a person with a disability who: -
 - i. under section 420(2) of the Education (General Provisions) Act 2006 is being provided with special education at the school; and
 - ii. is not enrolled in the preparatory year at the school.

then the staff member must give a written report about the suspicion to the principal or to a director of the school's governing body immediately.

Enkindle Village School's principal or the Committee Member must immediately give a copy of the report to a police officer.

If the first person who reasonably suspects likely sexual abuse is Enkindle Village School's principal, the principal must give a written report about the suspicion to a police officer immediately and must also give a copy of the report to a director of the school's governing body immediately.

A report under this section must include the following particulars: -

- a) the name of the person giving the report (the first person);
- b) the student's name and sex;
- c) details of the basis for the first person reasonably suspecting that the student is likely to be sexually abused by another person;
- d) any of the following information of which the first person is aware: -
 - i. the student's age;

- ii. the identity of the person who is suspected to be likely to sexually abuse the student;
- iii. the identity of anyone else who may have information about suspected likelihood of abuse⁹.

Reporting Physical and Sexual Abuse¹⁰

Under Section 13E (3) of the Child Protection Act 1999, if a doctor, a registered nurse, a teacher or an early education and care professional forms a 'reportable suspicion' about a child "in the course of their engagement in their profession", they must make a written report.

A reportable suspicion about a child is a reasonable suspicion that the child: -

- a) has suffered, is suffering, or is at unacceptable risk of suffering, significant harm caused by physical or sexual abuse; and
- b) may not have a parent able and willing to protect the child from the harm.

The doctor, nurse, teacher or early education and care professional must give a written report to the Chief Executive of the Department of Children, Youth Justice and Multicultural Affairs (or another department administering the Child Protection Act 1999). (or other department administering the Child Protection Act 1999). The doctor, nurse, teacher or early education and care professional should give a copy of the report to the principal.

A report under this section must include the following particulars: -

- a) the child's name and sex; and
- b) the child's age;
- c) details of how to contact the child;
- d) details of the harm to which the reportable suspicion relates;
- e) particulars of the identity of the person suspected of causing the child to have suffered, suffer, or be at risk of suffering, the harm to which the reportable suspicion relates;
- f) particulars of the identity of any other person who may be able to give information about the harm to which the reportable suspicion relates¹¹.

The North Queensland Child Safety Regional Intake Service can be contacted on:

Phone: 1300 706 147

Outside of business hours you can contact the Child Safety After Hours Service Centre on phone freecall 1800 177 135 (Queensland only).

- 1 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(7): the definition of 'harm' for this regulation is the same as in section 9 of the Child Protection Act 1999 (Qld)
- 2 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(1)
- 3 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(1)
- 4 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2) and s.16(3)
- 5 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)
- 6 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)
- 7 Education (General Provisions) Regulation 2017 (Qld) s.68
- 8 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)
- 9 Education (General Provisions) Regulation 2017 (Qld) s.69
- 10 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16 (2)(d)
- 11 See Child Protection Regulation 2011 (Qld) s.10 "Information to be included in report to chief executive"

Awareness and Accessibility of Processes

Enkindle Village School will inform staff, students and parents of its processes relating to the health, safety and conduct of staff and students in communications to them and it will publish these processes on its website¹². Processes relating to the health, safety and conduct of staff and students are accessible on the school website and will be available on request from the school administration¹³. Staff, students and parents will be made aware of the school's child protection processes through staff inductions, enrolment interviews, school newsletters and student assemblies as well as being available from the school office.

Training

Enkindle Village School will train its staff in processes relating to the health, safety and conduct of staff and students on their induction and will refresh training annually¹⁴. Evidence of these processes will include staff induction, a staff training register and meeting minutes outlining agendas.

Implementing the Processes

Enkindle Village School will ensure it is implementing processes relating to the health, safety and conduct of staff and students by auditing compliance with the processes annually¹⁵.

Complaints Procedure

Suggestions of non-compliance with the school's processes may be submitted as complaints under the Enkindle Village School Complaints Handling Policy¹⁶.

Note: Reporting under this policy fulfils the obligations for reporting a child sexual offence that is being or has been committed against a child by an adult under the Criminal Code Act 1899 s.229BC 17.

- 12 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(a)
- 13 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(b)
- 14 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(c)
- 15 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(d)
- 16 Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(5) and s.16(6)
- 17 Criminal Code Act 1899 (Qld) s.229BC(4)(b)

5 Supporting Documents

- [Child Protection Act 1999 \(Qld\)](#)
- [Education \(General Provisions\) Act 2006 \(Qld\)](#)
- [Education \(General Provisions\) Regulation 2017 \(Qld\)](#)
- [Education \(Accreditation of Non-State Schools\) Act 2017 \(Qld\)](#)
- [Education \(Accreditation of Non-State Schools\) Regulation 2017 \(Qld\)](#)
- [Working with Children \(Risk Management and Screening\) Act 2000 \(Qld\)](#)
- [Working with Children \(Risk Management and Screening\) Regulations 2000, \(Qld\)](#)
- [Criminal Code Act 1899](#)
- Enkindle Village School Complaints Handling Policy
- Enkindle Village School Complaints Handling Procedure
- Enkindle Village School Child Risk Management Strategy (for the Working with Children (Risk Management and Screening) Act 2000 (Qld))
- Enkindle Village School Work Health and Safety Policy (for the Work Health and Safety Act 2011 (Qld))
- Enkindle Village School Child Protection Reporting Form

6 Approval Details

Policy Delegate	Principal
Approval Authority	TISAI Committee
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7 Review History

Version	Date	Reviewed by	Modifications
2	February 2023	Principal	
3	April 2024	Acting Principal	New template / format Changed the name of the principal and safe persons list

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