

## Child Protection – POLICY

<b>Responsibility:</b>	The Baptist Union of Queensland trading as Carinity		
<b>Implementation:</b>	12/03/2012	<b>Review: Biennial</b>	Revised 23/10/2013; 22/4/2014
<b>Application:</b>	This Policy applies to all employees, volunteers and other operators associated with Carinity		
<b>Distribution:</b>	Executive Management, Line Management, Human Resources		
<b>CEO Approval:</b>	<i>Approved by CEO</i>		

### 1 POLICY

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- 1.1 Carinity will protect children who are part of or use our services from harm as far as it is reasonably practicable.
- 1.2 Carinity is committed to actively promoting child safety and the well being of children.
- 1.3 Carinity recognises that people who are subject to abuse are harmed by it.

### 2 SCOPE

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This policy applies to all Carinity services that provide care to children.

Carinity recognises that sexual acts by an adult employee, contractor or volunteer with a child will always be considered an act of sexual abuse.

This policy should be read in conjunction with the Child Protection Strategies, Code of Conduct, Employee Guidelines and Volunteer Guidelines.

### 3 PURPOSE

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- 3.1 The purpose of this policy is to:
  - (a) provide a written statement about Carinity's commitment to the safety, well being and protection of children;
  - (b) ensure child protection risk management strategies are in place in Carinity services;
  - (c) provide procedures for handling breaches of the child protection risk management strategies;
  - (d) provide procedures for handling disclosures or suspicions of harm including reporting guidelines;
  - (e) provide procedures for handling allegations of 'inappropriate behaviour' towards a child by a person who is a staff member of Carinity;
  - (f) provide guidelines to Carinity staff members regarding their responsibilities as 'mandated notifiers' in relation to the reporting harm or suspected harm to a child;

- (g) ensure compliance with legislative requirements relating to child protection.

## 4 DEFINITIONS

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**Child** means 'an individual under 18 years of age' Child Protection Act 1999.

**Harm** caused to a child is any detrimental effect of a significant nature on a child's physical, psychological or emotional well being,

- (1) It is immaterial how the harm is caused
- (2) Harm can be caused by-
  - physical, psychological or emotional abuse or neglect; or
  - sexual abuse or exploitation.

**Sexual abuse** in relation to a child, includes sexual behaviour involving the child and another person in the following circumstances –

1. the other person bribes, coerces, exploits, threatens or is violent toward the child;
2. the child has less power than the other person;
3. there is a significant disparity between the child and the other person in intellectual capacity or maturity.

**Inappropriate behaviour** includes but is not limited to any behaviour, including words, towards a child that is contrary to what is required of employees and volunteers under Carinity Code of Conduct.

**Reasonable suspicion** means a suspicion that would be formed by a reasonable person based on evidence (specific facts or circumstances) available to them.

## 5 LEGISLATIVE OBLIGATIONS

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Carinity is committed to complying with the obligations imposed on Carinity under all legislation relevant to maintaining and protecting individuals, including but not limited to the :

Child Protection Act 1999 (Qld)

Child Protection Regulation 2011 (Qld)

Commission for Children and Young People and Child Guardian Act 2000 (Qld)

Commission for Children and Young People and Child Guardian Regulation 2001 (Qld)

Education (General Provisions) Act 2006 (Qld)

Education (General Provisions) Regulation 2006 (Qld)

Education (Queensland College of Teachers) Act, 2005 (Qld)

Education (Accreditation of Non-State Schools) Act 2011 (Qld)

Education (Accreditation of Non-State Schools) Regulation 2012 (Qld)

Education Services for Overseas Students (ESOS) Act 2000 (Cth)

Education (Overseas Students) Act 1996 (Qld)

## 6 DOCUMENTATION

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### 6.1 Policies

- (a) Conflict of Interest Policy
- (b) Complaints Management Policy
- (c) Criminal History Checks Policy
- (d) Incident Reporting and Incident Investigation Policy
- (e) Privacy Policy

- (f) Progressive Disciplinary Management Policy
- (g) Recruitment and Selection Policy
- (h) Risk Management Policy
- (i) Volunteer Management Policy

## 6.2 Procedures

- (a) Child Protection Risk Management Strategy for Community Programs Procedure
- (b) Child Protection Risk Management Strategy for Carinity Education Services Procedure
- (c) Conflict of Interest Procedure
- (d) Complaints Management Procedure
- (e) Incident Reporting and Incident Investigation Procedure
- (f) Privacy Procedure
- (g) Progressive Disciplinary Management Procedure
- (h) Recruitment and Selection Procedure
- (i) Risk Management Procedure
- (j) Volunteer Management Procedure

## 6.3 Forms

- (a) Agreement to Comply with Child Protection Risk Management Strategy
- (b) Critical/Non Critical Incident Report Form (On Track)
- (c) Carinity Incident Report Form
- (d) Report of Suspected Harm or Risk of Harm Education Services
- (e) Allegation of Inappropriate Behaviour by an Employee

## 6.4 Internal Documents

- (a) Carinity Code of Conduct
- (b) Employee Guidelines for Education and Training Centres
- (c) Employee Guidelines for Communities
- (d) Volunteer Guidelines