

**2007 BIENNIAL STUDENT PROTECTION  
 ALL STAFF IN-SERVICE**

**PLANNING SHEET**

<b>Locations:</b>		<b>Venues:</b>	<b>Facilitators:</b>
Monday 16 <sup>th</sup> April			
○ Warwick (180)	10am-2pm	.....	Bev Patterson Peter Lynam
○ Dalby (167)	10am-2pm	.....	Suzanne Brooks Ian Hunter
○ Toowoomba (240)	9am-1pm	.....	Anne Czekanski Chris Fry
Monday 9 <sup>th</sup> July			
○ Roma (110)	10am-2pm	.....	Bev Patterson Peter Lynam
○ Charleville (48)	10am-2pm	.....	Anne Czekanski Chris Fry
○ Toowoomba (240)	9am-1pm	.....	Suzanne Brooks Ian Hunter

**Focus:** Strategic Planning for Child-Safe Schools  
 Renewal + Risk Management + Surfing Safely

**Process:**

1. **Surfing Safely** – internet safety presented by QPS (1 hour)
2. **Creating the Vision:** (1 hour)
  - The purpose of this activity is to help staff mentally create a vision of their school as child-friendly and child-safe, to imagine what it looks like, sounds like, and feels like.
  - Ask staff to close their eyes and to imagine what they see children/staff doing, what they hear people (staff, children, volunteers, others, community) saying in the school, outside the school, about the school. How do they feel working in the school? How do children feel in the school?
  - Have staff individually or in small, mixed groups (6-8 per group) represent their visions on paper.
  - Finish the activity with a silent gallery walk viewing of creations.

**LUNCH**

3. **Making it Real:** (1 hour)
  - Staff are familiar with risk management for WHS, where the focus is usually on identifying and managing environmental and equipment risks. This activity applies the risk management process to identifying and managing the human risks to children of harm, namely, abuse or neglect by staff/volunteers, by other children in the school, by someone outside the school, including family, and by themselves.

2.

- Review the risk management process and template with the staff (see Attachment 1)
  - Present a practice scenario to go through the risk management steps and template eg. an overnight stay on a school camp (see Attachment 2)
  - In small school groups (6-8 staff per group) select an activity in your school and work through the risk management process using the template. Do as many activities as possible in the time available.
4. **Conclusion:** Where to from here?
- Each school collate templates when return to school, identifying any gaps, the adequacy of current controls/strategies and planning any necessary action.
  - Review school's Student Protection Risk Management Strategy with SEO during Annual School Visit.
  - SP Risk Management Strategy for school to be finalised during SP School Contact In-service in Term 3.
  - Copy to be kept at school and CEO.

**Attachments:**

1. Risk Management Strategy Compliance (1.1.07) from CCYPCG
2. Risk Management practice scenario and template

