

STUDENT PROTECTION ITEMS

Principals' Meeting
Roma 24th July 2008

1. NEW BLUE CARD APPLICATION FORMS:

New laws, effective from 2 June 2008, impact on blue card obligations for employers and applicants. It is now an offence for a disqualified person to apply for a blue card. Background information is provided in these attachments:

- a. *New Obligations for Employers**
- b. *New Obligations for applicants/blue card holders*
- c. *Paid employee blue card application form*
- d. *About the blue card (Commission for Children...)*

ACTION: *Check closely and implement the four dot points under "New Obligations from 2 June 2008" on page 1.

2. BLUE CARDS FOR VOLUNTEER PARENTS:

Recently, there have been a number of questions about blue card requirements for volunteer parents. An information sheet is attached:

- a. *Blue cards for volunteer parents*

ACTION: Inform staff and parents of blue card requirements for volunteer parents.

3. COMPLIANCE WITH EMPLOYMENT SCREENING OBLIGATIONS:

On 30 June, 2008 the Director signed a compliance commitment, under the Commission for Children and Young People and Child Guardian Act 2000, that each school in the Diocese has in place:

- a. A Student Protection Risk Management Strategy (SPRMS); and
- b. An updated and complete Blue Card Register.

QCEC and the Commission will evaluate this compliance process for future years. At present it is not clear what will happen in future years.

In the meantime:

ACTION:

- SPRMS to be reviewed annually at Annual School Visit;
- School blue card register to be kept up to date for paid employees and volunteers;
- School to advise CEO (Carol England) when any blue card application is made; when a receipt of application notice from the Commission is received; and when a blue card is issued.
- Carol England will send a monthly email reminder to Principals and the school administration of any blue cards that have expired or are due to expire.

4. CHILD PROTECTION WEEK (7-13 September 2008):

A Promotions Pack for Child Protection Week has been ordered for each school and should arrive in the mail next week. The Pack includes a copy of the TV commercial DVD for Child Protection Week.

ACTION:

- **Plan activities for Child Protection Week with School SP Contacts. Why not include a Children Do Workshop for parents/community – especially in country towns?**
- **Register your event/activity with NAPCAN (the NAPCAN website is a link on the Student Protection website on the CEO Intranet)**

5. DRAFT CODE OF CONDUCT:

A new draft Code of Conduct for staff is attached for your comment and review. The Code of Conduct supersedes the Integrity in Relationships brochure; is required by legislation; and clarifies/affirms the standards of behaviour expected of all employees. All staff will receive in-service on the Code next year. The Code is based on the BCE Code and has received Union approval.

ACTION: Review the attached draft Code of Conduct for staff and forward any comments to your SEO before the end of Term 3 (Friday 19th September 2008).

6. INSERVICE FOR STUDENT PROTECTION SCHOOL CONTACTS:

Revised schedule attached. Host Principals will be contacted soon in relation to arrangements for the meetings.

ACTION: Ensure that School Contacts are aware of the revised schedule.

7. 2009 ALL STAFF STUDENT PROTECTION IN-SERVICE:

Initial Planning Sheet for the 2009 All Staff Student Protection In-service is attached. Arrangements (locations and dates) will be similar to 2007. Topics planned include:

- Understanding the different forms of 'harm'
- How to recognise 'harm'
- Appropriate adult-student relationships – including new Code of Conduct for staff
- Reporting obligations and statutory requirements
- Cybersafety challenges and opportunities

ACTION:

- **Ensure dates for 2009 In-service are in your school calendar.**
- **Feedback/comments on Initial Planning to SEO, if needed.**

OTHER ITEMS:**1. EARLY CAREER TEACHERS INDUCTION:**

At the Principals' Meeting in St George (1.5.08), Principals were asked to review and adapt the draft Early Career Teachers Induction materials in preparation for a progress check at the Principals Meeting in Roma (24.7.08).

Due to time constraints at the Roma meeting, we will now send a Survey to Principals in the next few weeks for feedback and comments on progress with adapting the draft materials.

The link for the materials is:

<https://ceo.twb.catholic.edu.au/Administration/HumanResources/Staff/WebPages/Documents.aspx>

ACTION:

- **Complete and return survey, when it arrives, to your SEO.**
- **Review draft copies of Resources and adapt to your own school situation.**

2. NEW PRINCIPAL MENTORING RESEARCH:

As an extension of the Induction Program for New Principals and in line with EB5 agreements, Suzanne Cavanaugh has been commissioned to conduct research into mentoring for New Principals.

The research will guide our decisions on the best way to enhance mentoring arrangements for new Principals in the Diocese.

Suzanne will be seeking feedback/input from Principals in the coming months.