

11th May 2004

Emeritus Professor Roy Webb AD
Chairperson
Non-State Schools Accreditation Board
PO Box 347
BRISBANE ALBERT STREET BC
QLD 4002

Dear Professor Roy Webb,

Re: Child Protection Policy

With reference to your letter dated 6 April 2004, please find enclosed the Shalom Christian College Child Protection Policy which has been approved by the Congress Community Development and Education Unit Ltd Board on 21 April 2004.

All staff have been made aware of this policy. At specially convened meetings (lasting about 1 ½ hr) the policy was read and discussed. Staff were also asked to sign a statement indicating that they have received their own copy of the policy and that they have actively participated in the induction process. These letters will be kept on personnel files. Any staff not present at these meetings, or new to the College, will be required to undertake a similar procedure conducted by the Human Resource Officer.

Boarding and teaching staff will make students aware of the policy and reporting process during the week of 10-14 May 2004. At these sessions staff will also distribute a letter concerning Child Protection to all students. New students will also be made aware of the policy and procedure during their enrolment induction.

A letter (see attached) will be posted out to all parents. This letter will be distributed during May 2004.

As Chairman of the CCDEU Board, I am satisfied that the College implementing the Child Protection Policy and Procedures in accordance with the relevant legislation as indicated in your letter dated 6 April 2004.

Yours sincerely,

Rev. Shayne Blackman
Chairman
CCDEU Ltd Board

Enc: Child Protection Policy
Letter to students
Letter to parents