

call Margaret

Kathy

CHECK/ASSESSMENT SHEET
Health, Safety and conduct of Staff and Students
Education (Accreditation of Non-State Schools) Act and Regulation 2001

Comments

Name of school

Name of Governing Body

Catholic Education Office Diocese of Toowoomba

ACCREDITATION CRITERION

HEALTH, SAFETY AND CONDUCT OF STAFF AND STUDENTS [Regulation, s.10]

Written processes about appropriate conduct of staff and students that accord with child care and protection legislation

[Regulation, s.10(2)]

REPORTING INAPPROPRIATE BEHAVIOUR (Ss 10(3) and (4))

1. Do written processes include process for reporting by a student to a stated staff member behaviour of another staff member that student considers is inappropriate

Satisfactory
 Unsatisfactory

[Regulation, s.10(3)(a)]

2. Do written processes include process for how the information reported to the stated staff member must be dealt with by the stated staff member

Satisfactory
 Unsatisfactory

[Regulation, s.10(3)(b)]

3. Are there stated at least 2 staff members to whom a student may report the behaviour.

Satisfactory
 Unsatisfactory

[Regulation, s.10(4)]

REPORTING SEXUAL ABUSE OR SUSPECTED SEXUAL ABUSE (S10(5)(a); S146B EDUCATION (GENERAL PROVISIONS) ACT 1989)

4. Do written processes include a process for reporting sexual abuse or suspected sexual abuse in compliance with the Education (General Provisions) Act 1989, section 146B

Satisfactory
 Unsatisfactory

[Regulation, s.10(5)(a)] i.e. :-

In cases where a staff member (first person) becomes aware, or reasonably suspects, that a student under 18 years attending the school has been sexually abused by an employee (i.e. a person engaged to carry out work at the school for financial reward)

Process must provide:

- (a) the first person must immediately give a written report to the school's principal (i.e. the person responsible for the school's day-to-day management, Education (General Provisions) Act 1989) or a director of the school's governing body (i.e. a person appointed as a director of the company or person/member of the executive or management entity) and
- (b) the principal or director must immediately give a copy of the report to a police officer

Satisfactory
 Unsatisfactory

* Advise re: 3.1.01.

not provided

? P7 of section 3 -
 ? P8 " - is Senior Education officer a director of the governing body?

The report must include:-

- name of person giving report (first person)
- student's name and sex
- details of the basis for first person becoming aware, or reasonably suspecting, student has been sexually abused by an employee of the school
- details of the abuse or suspected abuse
- any of the following of which the first person is aware:

*student's age; identity of employee who has abused or is suspected to have abused the student; the identity of anyone else who may have information about the abuse or suspected abuse

[Section 76AA Education (General Provisions) Regulation 2000

Satisfactory
 Unsatisfactory

REPORTING HARM (S10(5)(b))

"Harm" [defined in s.3] as any detrimental effect of a significant nature on the student's physical, psychological or emotional wellbeing. It is immaterial how the harm is caused and can be caused by -

- (a) physical, psychological or emotional abuse or neglect; or
- (b) sexual abuse or exploitation

(nb: self-harm falls within ambit of definition also)

NB: Child Protection Act

identity of notifier of harm to remain confidential (released only in accordance with s.186)

once a report of harm is made, responsibility of Dept of Child Safety or Qld Police Service to contact parents if considered appropriate (s.15)

once reported, it is role of Dept of Child Safety or QPS to investigate - principal or other person should not investigate beyond satisfying himself/herself that there are reasonable grounds to suspect a student has been or may be harmed

5. Do written processes include a process for the reporting by a staff member, to the school's principal or another person nominated in the process, of harm that the staff member is aware or reasonably suspects has been caused to a student who, when the harm was caused or is suspected to have been caused, was under 18 years

Satisfactory
 Unsatisfactory

[Regulation, s.10(5)(b)(i)(A)]

AND

is not harm to which s10(5)(a) applies (i.e. not sexual abuse or suspected sexual abuse)

[Regulation, s.10(5)(b)(i)(B)]

6. Do written processes include a process for the reporting by the principal or other person, to a relevant State authority, of the harm or suspected harm if the principal or other person also is aware or reasonably suspects the harm has been caused

Satisfactory
 Unsatisfactory

[Regulation, s.10(5)(b)(ii)]

"relevant State authority" means -

- (a) the chief executive, or another officer, of the department in which the Child Protection Act 1999 is administered; or
- (b) an authorised officer under the Child Protection Act 1999; or
- (c) a police officer.

? Pg of section 2 - QCEC provided report to SPC not SF Pg "

P7 of section 3

ACCESSIBLE PROCESSES

- 7. Are the written processes readily accessible by staff and students
[Regulation, s.10(6)(a)]
- 8. Do the written processes provide for how staff and students are to be made aware of the processes
[Regulation, s.10(6)(b)]

Satisfactory
Unsatisfactory

Satisfactory
Unsatisfactory

P3 - Staff (Section 3)

P3 - Students
 + P8.
+ Section 5

IMPLEMENTATION

- 9. Is the governing body able to demonstrate how the school is implementing the processes
[Regulation, s.10(7)]

Satisfactory
Unsatisfactory

Inservice document -- appendix 4
 Parent Brochure - appendix 5
Inservice students - appendix 6a

- 10. HEALTH, SAFETY AND CONDUCT OF STAFF AND STUDENTS — SCHOOL IS COMPLYING
[Regulation, s.10]

YES
NO

DATE: 21/12/05
SIGNED: *D. Tangen*