COLLEGE CHILD AND YOUTH RISK MANAGEMENT STRATEGY

PURPOSE
The purpose of a Child and Youth Risk Management strategy ('CYRMS') is to help to identify potential risks of harm to children and young people and to implement strategies to minimise these risks.

A well-developed strategy will help Matthew Flinders Anglican College ('the College') achieve its objectives by providing a clear and consistent framework to guide and support children and young people, parents, employees, volunteers and visitors to our College.

INTRODUCTION
The CYRMS is not only about compliance, but about working diligently to embrace a positive culture of safety and wellbeing and to actively encourage all students, parents and staff to report any suspected harm, inappropriate behaviour or any actions negatively affecting the safety and wellbeing of our students in a timely manner. The pastoral care structure of the College and the employment of Student Protection Officers and Chaplain encourage and support this culture. The Queensland Working with Children Check (Blue Card system) aims to create safe and supportive environments where children and young people can participate in activities essential to their development and wellbeing. The Blue Card system has three key components:
1. Risk management strategies
2. Blue Card screening
3. Compliance and ongoing monitoring.

COVERAGE
This **Child and Youth Risk Management Strategy** covers the following eight requirements of the *Working with Children (Risk Management and Screening) Act 2000*:
Commitment
1) A Statement of Commitment to the safety and wellbeing of children and the protection of children from harm.
2) A Code of Conduct for interacting with children.

Capability
3) Written procedures (guidelines) for recruiting, selecting, training and managing staff and volunteers.

Concerns
4) Policies and guidelines for handling disclosures or suspicions of harm, including reporting guidelines.
5) A plan for managing breaches of the Risk Management Strategy.
6) Risk management plans for high risk activities and special events.

Consistency
7) Policies and guidelines for managing compliance with the Blue Card system.
8) Strategies for communication and support.

SCOPE
This strategy applies to all Students, Parents, Employees, Contractors, Volunteers and Visitors of Matthew Flinders Anglican College (the College).

STRUCTURE
The following describes how the strategy document is to be structured:

Column A
Requirement: This sets out the 4 Key Areas and 8 Mandatory Requirements as set out in the *Working with Children (Risk Management and Screening) Act 2000* and the *Working with Children (Risk Management and Screening) Regulation 2020*.

Column B
Action/s: Intentional actions, programs and processes that have been developed and will be implemented. The Action/s must be specific and expressed in terms that can be assessed and evaluated as to their effectiveness.

Column C
Reference: Describes the policy, procedures, protocols and other guidelines which form the authority for the particular Action/s.

Column D
Responsible Officer: This identifies the particular Staff member who has responsibility for the development and/or implementation of a particular Action/s.

Column E
Evidence: This identifies those things which can be objectively examined and will demonstrate that the Action is in place and is being applied correctly.

THE 'CYRMS' PROCESS, REVIEW AND COMMITTEE
The Principal is accountable for ensuring that the Child and Youth Risk Management Strategy is developed, implemented and reviewed annually.

The College is committed to reviewing the Child & Youth Risk Management Strategy at least once every year. The review findings will inform the development of the new strategy document. Notwithstanding the scheduled review, should circumstances change significantly before the 12-month review period, the Strategy will be immediately reviewed in order to maintain appropriate accuracy, relevance and authority.

The Matthew Flinders Anglican College Child and Youth Risk Management Strategy Committee was established in May 2016 to provide assistance to the College Principal and Board of Directors to ensure that the process by which the College's CYRMS is formulated is consultative with a whole College approach and to assist in mapping existing policies and actions and identifying gaps.

The Committee will ensure that the annual review process is timely, robust and captures the processes in place to manage the risk to students and ensure that the document is representative of the actions occurring across the whole College.

The CYRMS Committee will comprise the following roles, which is determined by the Principal:
● Principal
● Head of Secondary School
● Head of Primary School
● Head of Human Resources
● College Counsellors
● Director of Flinders Early Learning Centre
● Outside School Hours Care Coordinator
● Flinders Club Sports Administration Assistant

Abbreviations

CYRMS	Child and Youth Risk Management Strategy
ACSQ	Anglican Church Southern Queensland
Flinders	Matthew Flinders Anglican College

Approval
Approved by the College Board of Directors.

Approved by: College Board of Directors Date Approved: 10 March 2025	Reference Code: PRO-021-COM-010 Next Review Due: February 2026
This policy may be updated or revised from time-to-time. The College will not notify you each time the policy is changed. If you are unsure whether you are reading the most current version, you should contact the Principal's Office.	

Part 1: Commitment

Child and Youth Risk Management Strategy				
Column A	**Column B**	**Column C**	**Column D**	**Column E**
Requirement	**Action/s**	**Reference**	**Responsible Officer**	**Evidence**
1. **Statement of commitment**	Matthew Flinders Anglican College has referenced the Independent Schools Queensland Child Protection Policy and Decision Trees. The College has implemented a Child Protection Policy and Decision Trees to provide the written processes for how the College will respond to allegations of sexual abuse, likely sexual abuse, harm or risk of harm of a student by another person or inappropriate behaviour of a staff member or volunteer to a student. The following is the **Statement of Commitment** adopted by the College's Board of Directors: ***Matthew Flinders Anglican College supports the rights of children and young people and is committed to ensure the safety, welfare and wellbeing of Students. Matthew Flinders Anglican College is therefore committed to responding to allegations of student harm resulting from the conduct or actions of any person including that of employees.*** ***This commitment includes the provision of a safe and supportive living and learning environment for all Students and requires all employees, volunteers and visitors to model and encourage behaviour that upholds the dignity and protection of Students from harm.*** ***In support of this commitment Matthew Flinders Anglican College is dedicated to our Child and Youth Risk Management strategy which includes having relevant policies, procedures and training in place to effectively address the safety and wellbeing of Students in their care.*** The Child and Youth Risk Management Committee will meet approximately every six months to discuss relevant student protection issues and monitor the effectiveness of the College's CYRM Strategy.	*Child Protection Policy* *Child Protection Decision Trees*	Principal	Child Protection Policy and Decision Trees endorsed by the College Board of Directors. Statement of Commitment framed. Visible placement in all reception areas of the College. The Statement of Commitment was reviewed in November 2021 to ensure it reflected that the commitment incorporates the Flinders Early Learning Centre, Outside School Hours and Vacation Care Service and Flinders Club Sports. The Statement of Commitment is published on the College's website and MyFlinders Portal (the College intranet) and is included in all advertised positions and within Position Descriptions. The CYRMS Committee met in November 2024 to ensure that the process by which the College's CYRMS is formulated is consultative and that the Strategy document is representative of actions occurring across the whole College and monitors current training and information provided to the Students, Staff and the Community. The CYRMS Committee will continue to meet approximately every six months to discuss relevant student protection issues and monitor the effectiveness of the College's CYRMS.

| 2. Code of Conduct for interacting with Students | Matthew Flinders Anglican College has developed a Code of Conduct for interacting with students – one for Staff (Our Standards of Practice) and a separate Code for the wider College community. Both documents have been approved by the College Board of Directors.

The purpose of *Our Standards of Practice* is to outline the expected standards of behaviour for employees and contractors involved when interacting with Flinders children and young people at the College.

The *College Community Code of Conduct* applies to all stakeholders across the College community including:
● Students
● Parents
● Volunteers, Supporters and Friends
● College Community – all others
● Outside School Hours Care and Vacation Care
● Flinders Club Sports

The *College Community Code of Conduct* sets clear standards of behaviour which are expected of members of the College Community in the College environment or when attending any College related function or activity at any other location.

Parents/guardians and students agree to be bound by the *College Community Code of Conduct* when they sign the Enrolment Agreement with the College.

The *Acceptable Use of Technology (Students) Policy* outlines the acceptable use of technology by students. The *Behaviour Policy (Students)* provides guidelines for acceptable student behaviour.

The *Acceptable Use of Technology (Staff) Policy* was introduced in September 2019.

The College Board of Directors are bound by the *College Board Code of Conduct.*

A *Complaints Management Policy* provides an accessible, fair, transparent and efficient mechanism for addressing complaints by students, parents, staff, volunteers, visitors and members of the College community. This policy supports the rights of all children and young people, and reflects the College's responsibility for the safety, wellbeing and protection of its students. | *Working with Children (Risk Management & Screening) Act 2000* | Principal | The *Code of Conduct (Staff)* for interacting with students was redrafted in August 2024 and retitled '*Our Standards of Practice*'. This policy was endorsed by the Board of Directors on 7 November 2024.

● *Our Standards of Practice* is published on MyFlinders on the Employee Hub.
● Upon publication of the revised document in August 2024, all staff were required to read and acknowledge the document.
● All new staff are provided with a copy of this document as part of the onboarding process.

The *College Community Code of Conduct* was reviewed in February 2023.
● The review process took into account the needs of the Outside School Hours Care Service and Flinders Club Sports.
● The approved Code of Conduct is published on MyFlinders on the Employee Hub, the parent portal and the College website.
● The Code of Conduct is included in the Enrolment pack provided to all new parents.
● Referred to specifically by the relevant Sub-School Head in the Enrolment interview with new students and parents.

The *College Community Code of Conduct* was endorsed by the Board of Directors on 9 March 2023.

The *Acceptable Use of Technology Policy (Students)* is published on MyFlinders portals for Students, Parents and Staff. This is outlined to students by class teachers and any breaches are noted on the Behaviour Planning Register in Primary School and on Teacher Kiosk (Pastoral Care) in Secondary. The Mobile Phones and Other Smart Mobiles |

				Devices section of the policy was updated in May 2023, particularly in relation to mobile phone usage in the Secondary School.

The *Behaviour Policy (Students)* is published on the MyFlinders Student, Staff and Parent portals. This policy was reviewed in October 2024.

The *Acceptable Use of Technology (Staff) Policy* was updated in October 2023 and is published on the Employee Hub in MyFlinders.The policy was revised to stipulate that photographs, video, or digital images of a student must only be taken on College-owned devices or through the Pixevity app on a personal device.

The Board Code of Conduct was adopted by the Board of Directors in April 2021 and is reviewed annually.

The *Complaints Management Policy i*s published on the MyFlinders Staff and Parent portals and on the College website. It was endorsed by the Board of Directors in August 2024 and is subject to annual review.

Part 2:   Capability

Child and Youth Risk Management Strategy				
Column A	**Column B**	**Column C**	**Column D**	**Column E**
Requirement	**Action/s**	**Reference**	**Responsible Officer**	**Evidence**
3. **Written processes for recruitment, selection, training and managing Staff and volunteers**	**EMPLOYEES** A suite of child-focused policies and procedures have been developed and are in place for recruiting, selecting, training and managing paid employees that includes: **Pre-Appointment** ● *Recruitment of Staff Policy* ● Position Descriptions for current Staff are being updated ● Position Descriptions for all new Staff refer to relevant student protection statements ● Pre-Employment Working with Children Checks and linking through respective portals ● *Working with Children Check Policy* **Post-Appointment** ● Mandatory qualifications and training are managed through IntelliHR compliance records ● Induction Pack issued to all new Staff and volunteers, including the *Child Protection Policy* and *Decision Trees* ● *Our Standards of Practice* ● Probationary Period Process ● Enterprise Bargaining Agreement ● *Complaints Management Policy* ● Access to online child protection training These policies, procedures and forms are used effectively to make sure that only the highest calibre of employees are hired by the College and to deter and identify unsuitable applicants. New Staff are required to complete online training in relation to key compliance policies including the *Child Protection Policy* and *Decision Trees* and *Our Standards of Practice*. All staff are required to undergo refresher training on Child Protection each academic year.	*Working with Children (Risk Management & Screening) Act 2000* *Working with Children (Risk Management and Screening) Regulation 2020*	Head of Human Resources	All Recruitment and HR management policies, guidelines and forms are available on the Staff MyFlinders Staff portal and accessible by all Staff. All current staff, volunteers and contractors are required to participate in annual child / student protection training. Completion of the training is mandatory. A record of participation is maintained by the Human Resources Office. All staff received refresher training in January 2025. A College portal with Queensland College of Teachers is maintained and reviewed regularly to ensure all teaching staff have current registration and QCT are able to communicate with the College should there be any concerns. A College portal with Blue Card Services is maintained and reviewed regularly by the Head of Human Resources to ensure all non-teaching staff and relevant volunteers have current Blue Cards and Blue Card Services are able to communicate with the College should there be any concerns. Flinders Club Sports and Flinders Early Centre have separate portals to manage their distinct areas. The *Working with Children Check Policy* was redrafted in October 2023 to include a decision matrix to assist in determining whether a Blue Card is required and, if so, the

	The Student Protection Officers at the College attend a comprehensive Student Protection training course organised by the Anglican Schools Commission on an annual basis. **CONTRACTORS & VOLUNTEERS** All volunteers are required to register online, sign a Volunteer Agreement, and undergo child protection training. During the online registration, volunteers must acknowledge that they have read and understood the Student Protection requirements of the College. This process also includes adherence to the College Community Code of Conduct, Blue Card requirements, and Workplace Health and Safety instructions. All **contractors** are required to sign in at one of the three Reception points in the College. They must be identified by wearing a badge throughout the duration of their visit to the College. **Note re Visitors and Invited Guests:** Visitors and invited guests to the College (who are not contractors or volunteers) are not provided with Student Protection training as they are accompanied by a Staff member at all times and are never left with students unattended.			type of card required. Flinders Club Sport created its own unique online Volunteer Registration Form in 2021 to enable it to manage its volunteer body. The topic of the use of social media and technology is incorporated in the new employee induction program. Registration details of the College's Student Protection Officers' attendance at Student Protection training courses organised by the Anglican Schools Commission is available on request. For contractors who provide services to children the College reserves contractual rights to access their Blue Card register. Volunteers are required to complete the Volunteer Registration (online form) which is available on the College website, prior to commencing their volunteering engagement with the College. The Volunteer registration process addresses the following key areas: 1. Volunteering expectations in the *College Community Code of Conduct.* 2. Student Protection 3. Blue card requirements 4. Workplace Health & Safety instructions An electronic sign-in for visitors, volunteers and contractors was implemented in 2019. The Visitor Sign In Guidelines have been updated to articulate this process. An electronic sign-in for visitors at the Flinders Early Learning Centre implemented in January 2022. The staff requirement to accompany visitors

				and invited guests while they are on the College campus is included in the *Visitor Sign-In Guidelinest.*

Child and Youth Risk Management Strategy

Column A	Column B	Column C	Column D	Column E
Requirement	**Action/s**	**Reference**	**Responsible Officer**	**Evidence**
4. **Policies and procedures for handling disclosures or suspicions of harm including reporting guidelines.**	Matthew Flinders Anglican College has a Child Protection Policy and Decision Trees which apply to all Staff, Parents, and Students at the College and to the College Board of Directors. The College's Student Protection processes require all staff to recognise, respond and report allegations or suspicions of: ● Sexual abuse/likely sexual abuse of students; ● Harm or risk of harm to students caused by physical abuse, sexual abuse, emotional abuse or neglect; and ● Inappropriate behaviour of staff to students. **Student Protection Officers** The College has four Student Protection Officers who are also staff members to whom a student, parent or staff member may report concerns about the conduct or suspected harm to or by another person. **Media:** In the event of a disclosure or suspicion of harm report being made, the Principal (or their delegate) will be the only person authorised to speak to the media. **Review:** Child Protection Policies and Decision Trees will be reviewed for effectiveness after each reported incident and amended if required.	*Working with Children (Risk Management & Screening) Act 2000.* *Working with Children (Risk Management and Screening) Regulation 2020.* *Education (General Provisions) Act 2006* *Education (Accreditation of Non-State Schools) Regulation 2017* *Child Protection Act 1999* *Child Protection Regulation 2023* *Criminal Code Act 1899 (sections 229BB and 229BC)*	Principal	**Staff** All current staff, volunteers and contractors are required to participate in annual child / student protection refresher training. Completion of the training is and attendance at this training is mandatory. A record of participation is maintained by the Human Resources Office. The College has policies, decision trees and forms in place for handling disclosures or suspicions of harm, including reporting guidelines. These documents include: ● Child Protection Policy and Decision Trees ● Complaints Management Policy and Procedures ● Student Protection Form ● Our Standards of Practice (Staff portal only) ● College Community Code of Conduct The above documents are available on the College website and MyFlinders Staff and Parent portals. Hardcopies are also available on request. The Student Protection processes and policies are available on the MyFlinders Staff Portal. This includes access to Student Protection reporting processes and tools. Reporting Forms are available from the Student Protection Officers and the MyFlinders Student Protection - Staff page. Appropriately qualified external speakers are

| | | | | invited to the College to speak to Parents, Students and Staff on topics relevant to maintaining and developing a safe environment for our students.

The College has in place a *Responding to Student Self Harm Procedure*. This procedure was implemented in October 2023 to ensure appropriate and timely responses are provided to students who deliberately self harm, in accordance with best practice principles.

Risk management planning is conducted for individual students with considerable mental health concerns that may pose a serious risk to themselves when at school eg. suicide ideation and/or self-harm behaviours. This consultative process, involving the College's counsellors, teaching staff, leadership staff and parents, identifies and assesses potential risks, and documents preventative strategies to minimise those risks. An individual Student Safety Support plan is developed and disseminated to relevant staff, ensuring both safety and privacy are given consideration. These documents are stored on the student's profile on TASS so they are accessible to additional staff members when needed (eg. if the regular teacher is absent). This plan is reviewed regularly and modified as needed.

Student Protection Officers, as appointed by the Principal for 2025 are:
The College Counsellors (three) and the Head of Primary.

The appointments are clearly and widely published within the College community.

Parents and Students
Student protection information is available on the College website and MyFlinders parent |

				portal. *Do you need someone to talk to?* posters are available on the MyFlinders student portals and are displayed on electronic signage throughout the campus. These posters direct students to the people to talk to regarding their concerns – Student Protection Officers and relevant College leaders in their particular sub-School – Junior Primary, Senior Primary, Middle School and Senior School. The MyFlinders student portal has an online form available for Secondary students to make anonymous notifications about bullying, harm or other concerns at school. The College can then respond using the information provided to attempt to assist students.

5. **A plan for managing breaches of the Risk Management Strategy.**	The College is committed to appropriately managing breaches of the College's *Child & Youth Risk Management Strategy.* The College recognises that the policies, procedures and systems put in place to prevent any harm to students may be breached through action or inaction by a person in our organisation. The College has procedures in place to deal with any breaches in a consistent, fair and supportive manner. Procedures for managing the responses of breaches of the *Child & Youth Risk Management Strategy* are outlined in the supporting document – *Managing Breaches of the Child and Youth Risk Management Strategy (CYRMS).* The process will involve identifying the levels of breach and actions for managing the response. A breach of process may include suspension of an employee pending the outcome of an investigation and potentially, summary dismissal.	*Code of Conduct* *Working with Children Check Policy* *Managing Breaches of the Child and Youth Risk Management Strategy*	Principal	Staff are reminded annually to make themselves aware of the *Working with Children Check Policy* and the *Child and Youth Risk Management Strategy.* The above documents are available on the MyFlinders Staff Portal (and also on the College website). *Managing Breaches of the Child and Youth Risk Management Strategy* Procedure is on the College website and MyFlinders portals. The *Managing Breaches of the Child and Youth Risk Management Strategy* Procedure is reviewed annually. The review ensures the document reflects the needs of the Flinders Early Learning Centre, the Outside School Hours Care and Vacation Care service and Flinders Club Sports.

	A breach which relates to the validity of a current Blue Card may include immediate stand down of the person until the matter is investigated and action is determined. The process includes communication processes where appropriate to Blue Card Services, Principal or Chairman of the College Board of Directors.			
6. **Risk management plans for high risk activities and special events.**	The College has an electronic Risk Management system for Risk Management and Compliance tracking. To ensure the health, safety and wellbeing of students and staff, the College is required to proactively manage all aspects of excursions. The College's duty of care to students extends to school excursions (including camps) and international study tours which are part of students' educational programs. Activities conducted away from the College have increased risks and therefore the standard of care required reflects the increase in identified risks. The activities are thoroughly planned to ensure that students, staff and others will be safe while undertaking the activity. Any reasonably foreseeable risks must have been identified and managed and there must be a planned response in case of an emergency. An excursion plan and Risk Assessment are to be completed for all College external trips, camps, excursions and tours. The Plans and Risk Assessments are reviewed with the Risk and Compliance Manager and approved by the relevant Sub-School Head. Where deemed necessary, the College Principal may be part of the approval process. The College also has a comprehensive Work Health and Safety (WHS) Management System in place to create a safe environment for students at the College. The key components of the WHS Management System are: ● WHS Policy and Procedures Manual and Commitment Statement ● Detailed WHS Procedures ● Regular safety inspections and follow up ● Emergency procedures and regular drills ● Hazard Report system ● Accident/Incident report investigations ● WHS training for all new Staff, contractors and volunteers ● Detailed WHS training for Staff working in high risk areas e.g. facilities/grounds ● Annual WHS and Emergency Procedures refresher training for all Staff. The Board of Directors overviews all risk through its Strategy & Risk	*Education (General Provisions) Act 2006* *Working with Children (Risk Management & Screening) Act 2000* *Child Protection Act 1999* The *Work, Health & Safety Act 2011* *Work Health and Safety Regulation 2011 (Qld)*	Principal Work, Health & Safety (WHS) Officer Approving Staff (excursions and incursions) for risk assessment forms Staff for completion of Risk Assessment processes and forms	Risk Management plans for high risk activities and special events are recorded electronically within the College's Risk Management system. This system is also used to capture and monitor accidents and incidents. The following policies related to this requirement are found on the MyFlinders Employee Hub: ● *Managing Breaches of the Child and Youth Risk Management Strategy* ● *Risk Management Policy* ● *Excursions and Camps Risk Management Policy – Primary School* ● *Excursions and Camps Risk Management Policy – Secondary School* ● *Critical Incident Policy and Plan* The template for individual risk assessments for College activities is included in the relevant *Excursions and Camps Risk Management Policy – Primary School and Excursions and Camps Risk Management Policy- Secondary*. Both policies were reviewed in 2023 and updated to reflect Student Protection risk management. The policies will be further reviewed in 2025 with the introduction of the Paperly system. Copies of individual risk assessments are available on request. Safety checks on classrooms (including ensuring visibility into classrooms – in liaison with the Student Protection Officers),

	Committee.			playground equipment and other student areas are conducted regularly throughout the year by the Risk and Compliance Manager and any potential hazards are dealt with immediately. The Board of Directors reviews and manages the mitigation of risk through its Strategy & Risk Committee which reports quarterly to the Board of Directors.
7. Cyber Safety	The Technology Leadership Team meets regularly and addresses the safety of our students when using the internet with implementation of web filtering reporting and device management.			- The continuation of web filtering reporting which identifies inappropriate websites accessed by students. - The continuation of full College device management (websites accessed, keyword logging-on apps/notes, reports on activities) on student devices whilst onsite at the College. - Saasyan Assure was implemented in 2021 as a cyber safety initiative. Linewize is being trialled at the College to allow greater visibility and monitoring for staff. Fortiguard Website Filtration onsite, Saasyan Assure monitoring of key search words/phrases in Google/Gmail/ Web activity that goes directly to Year Level Coordinators or Sub-School leaders dependent on severity. iPad Rules for Senior/Junior Primary and Acceptable Use of Technology Policy also address appropriate use of school devices. - Cyber Safety lessons are delivered to Primary students during HPE lessons Cyber safety is also modelled by classroom teachers. In Secondary, Cyber Safety lessons are delivered through a combination of HPE lessons, external speakers, assembly presentations and our pastoral care/Wellbeing program. Communication is sent to parents regarding specific cyber safety issues that

				may arise, informed by the information provided by the e-safety Commission.
8. **Policies and Procedures for managing compliance with the Blue Card System.**	The College has Blue Card policies and procedures in place that set the guidelines for the requirement to hold a *Working with Children* clearance (Blue Card) at the College. A register of all current Blue Cards and expiry dates is currently maintained by the Head of Human Resources (for employees and volunteers) that includes reference numbers and expiry dates.	*Working with Children (Risk Management & Screening) Act 2000* *Working with Children Check Policy*	Principal Head of Human Resources	The College has Blue Card Services Organisation Portals for: 1) all relevant College employees and volunteers 2) Flinders Club Sports volunteers (no employees) 3) Flinders Early Learning Centre employees and volunteers. The College maintains a Blue Card Register through the TASS and IntelliHR systems. Access to the Blue Card register is restricted to authorised personnel.

Part 4:   Consistency

Child and Youth Risk Management Strategy				
Column A	**Column B**	**Column C**	**Column D**	**Column E**
Requirement	**Action/s**	**Reference**	**Responsible Officer**	**Evidence**
9. Strategies for communication and support.	The College is committed to making this *Child and Youth Risk Management Strategy* available to students, parents and staff and communicates student protection activities and documents in a number of ways: **Internet** The following Student Protection related documents and information are available on the College website for parents, prospective parents, community partners, volunteers and the wider community: ● *Statement of Commitment* ● *Child Protection Policy & Decision Trees* ● *College Community Code of Conduct* ● *Complaints Management Policy and Procedures* ● *Child and Youth Risk Management Strategy* ● *Managing Breaches of the Risk Management Strategy* **Intranet** Student Protection 'hubs' have been developed on the College intranet for Staff, Parents and Student access to communicate the relevant Student Protection related documents to each group. Hardcopies of all documents are available on request. **Noticeboards** A number of documents are posted around the campus in key locations for Staff and Students. These include: ● Statement of Commitment ● '*Do you need someone to talk to?*' - SPO contact details and photos **Publications** ● Staff Handbook (published as an eHandbook on MyFlinders) – contains reference (and a link) to Student Protection under the Statement of Commitment ● Parents - Enrolment Agreements	*Working with Children (Risk Management & Screening) Act 2000*	Principal	Student Protection related policies and procedures are available on the College website www.mfac.edu.au The MyFlinders portals (intranet) for Students, Parents and Staff each have a Student Protection hub. Student Protection information relevant to each group is readily accessible through these hubs and is regularly updated as required. Policies, as stated in Column B are located on the College website. All hard copy documents and training materials are available on request. Processes for informing the student body, Parents, Staff and College Board of Directors are outlined in the table on the following page.

Processes for informing student body, Parents, Staff and College Board of Directors of issues of risk:

Target Group	Processes
Student Body	● Information is made available to all Students (Student portal - MyFlinders). ● *Do you need someone to talk to?* posters are posted in common areas. ● Communicated through pastoral care/Wellbeing and HPE programs. ● Students informed through assemblies and form groups. ● Policy and procedures placed on the College website and intranet.
Parent Body	● Regular articles highlighting awareness of Student Protection and where to seek assistance are published on the Parent MyFlinders portal. ● Information is available to all Parents through the Student Protection Hub on the MyFlinders portal and is also published on the website. ● Student Protection Information is provided at the time of enrolment. ● Policy and procedures placed on the College website and intranet.
Employees and Volunteers	● Information is made available to the College community, including volunteers (via the registration process on the website). ● Regular reminders of responsibilities in safeguarding our children made at staff meetings. ● Induction programs for newly appointed Staff. ● Refresher training provided to all Staff on a regular basis. ● Policy and procedures placed on the College website and for Staff - Staff Portal - MyFlinders. ● Inclusion of *Statement of Commitment* in Staff Handbook.
College Board of Directors	● All Policies and Procedures relating to Student Protection, including this Strategy, are made available to Board members and reviewed annually.

Appendix A: National Principles for Child Safe Organisations

National Principles for Child Safe Organisations

Child Safe Organisations
National Principles

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.

2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

3. Families and communities are informed, and involved in promoting child safety and wellbeing.

4. Equity is upheld and diverse needs respected in policy and practice.

5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

6. Processes to respond to complaints and concerns are child focused.

7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.

8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

9. Implementation of the national child safe principles is regularly reviewed and improved.

10. Policies and procedures document how the organisation is safe for children and young people.

For information and resources, go to
https://childsafe.humanrights.gov.au

Australian Human Rights Commission

Australian Government