

1. PURPOSE

The purpose of this policy is to provide a policy as part of Glenvale Christian School's written processes about how the school will respond to harm, or allegations or harm, to students under 18 years old, and the appropriate conduct of the school's staff and students, to comply with accreditation requirements.

2. SCOPE

Students and employees, including full-time, part-time, permanent, fixed term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements at Glenvale Christian School and covers information about the reporting of harm and abuse.

3. BIBLICAL BASIS

The protection of the rights of a child cannot be safely based on changing trends in thinking but only on the Biblical view of true humanity.

At Glenvale Christian School, we recognise children to be God's image bearers and stewards. Being created in His image for His purposes and inheriting His promise, every child is therefore a unique, individual person of great worth and dignity. As God's person, every child's protection must be promoted and acted upon by those entrusted with their care.

We acknowledge God has given parents the prime responsibility to nurture and educate their children. The authority of the teacher and staff over the student is therefore a delegated authority ('in loco parentis'). The school endeavors to foster positive relationships between home and school as we partner in the nurture and education of each child.

However, while the school strives to support parents, it cannot do so in contradiction to Scripture or to the possible detriment or endangerment of the welfare of any child. The school will act according to the information it has and in compliance with any legislation or agency to which it is responsible.

In responding to a reportable allegation, the school considers its principal responsibility before God to be safeguarding the best interests of the child. Such protection is also the response of Christ like love – *"Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres."* 1 Corinthians 13:6-7.

All persons allegedly involved in situations where reportable conduct is suspected or disclosed will be treated with sensitivity, dignity, and respect, recognising that due process must occur.

4. DEFINITIONS

➤ [Section 8 of the Child Protection Act 1999 - "Child" — an individual under 18 years.](#) [Section 9 of the Child Protection Act 1999 - "Harm"](#), to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing.

1. It is immaterial how the harm is caused.
2. Harm can be caused by—
 - a) physical, psychological, or emotional abuse or neglect; or
 - b) sexual abuse or exploitation.
3. Harm can be caused by—
 - a) a single act, omission, or circumstance; or
 - b) a series or combination of acts, omissions, or circumstances.

➤ [Section 10 of the Child Protection Act 1999](#) - A "child in need of protection" is a [studentchild](#) who—

- a) has suffered significant harm, is suffering significant harm, or is at unacceptable risk of suffering significant harm; and
 - b) does not have a parent able and willing to protect the child from the harm.
- **Section 364 of the *Education (General Provisions) Act 2006* - “Sexual abuse”**, in relation to a relevant person, includes sexual behaviour involving the relevant person and another person in the following circumstances –
- (a) the other person bribes, coerces, exploits, threatens or is violent toward the relevant person;
 - (b) the relevant person has less power than the other person; or
 - (c) there is a significant disparity between the relevant person and the other person in intellectual capacity or maturity.

5. HEALTH AND SAFETY

The school has written processes in place to enable it to comply with the requirements of the *Work Health and Safety Act 2011* (Qld) and the *Working with Children (Risk Management and Screening) Act 2000*(Qld).

6. CONDUCT OF STAFF AND STUDENTS

All staff, contractors and volunteers must ensure that their behaviour towards and relationships with students reflect proper standards of care for students. Staff, contractors, and volunteers must not cause harm to students¹.

The school will ensure that staff and volunteers have a positive notice (“blue card”) as required by the *Working with Children (Risk Management and Screening) Act 2000* or that they are registered teachers.

Responding to Reports of Harm

When the school receives any information alleging 'harm'² to a student (other than harm arising from physical or sexual abuse) it will deal with the situation compassionately and fairly to minimise any likely harm to the extent it reasonably can. This is set out in the school’s Child Risk Management Strategy. Information relating to physical or sexual abuse is handled under obligations to report set out in this policy³.

7. INAPPROPRIATE BEHAVIOUR

If student considers the behaviour of a staff member to be inappropriate, the student should report the behaviour to any teacher on staff who will direct them to:-

- (a) The School Office – Ph. 07 4634 0113; or
- (b) The School Principal – Ph. 07 4634 0113

8. DEALING WITH A REPORT OF INAPPROPRIATE BEHAVIOUR

A staff member who receives a report of inappropriate behaviour must report it to the Principal. Where the Principal is the subject of the report of inappropriate behaviour, the staff member must inform the Board chair (or another board member if necessary)⁴. Reports will be dealt with under the school’s *Resolution of Issues Policy*.

9. REPORTING SEXUAL ABUSE⁵

Section 366 of the *Education (General Provisions) Act 2006* states that if a staff member becomes aware, or reasonably suspects in the course of their employment at the school, that any of the following has been sexually abused by another person:-

- (a) a student under 18 years attending the school;
- (b) a kindergarten aged child registered in a kindergarten learning program at the school;

¹ *Education (Accreditation of Non-State Schools) Regulation 2017* (Qld) s.16(1)

² *Education (Accreditation of Non-State Schools) Regulation 2017* (Qld) s.16(7): the definition of 'harm' for this regulation is the same as in section 9 of the *Child Protection Act 1999* (Qld)

³ *Education (Accreditation of Non-State Schools) Regulation 2017* (Qld) s.16(1)

⁴ *Education (Accreditation of Non-State Schools) Regulation 2017* (Qld) s.16(2)

⁵ *Education (Accreditation of Non-State Schools) Regulation 2017* (Qld) s.16(2)(c)

(c) a person with a disability who:-

- (i) under section 420(2) of the *Education (General Provisions) Act 2006* is being provided with special education at the school; and
- (ii) is not enrolled in the preparatory year at the school

then the staff member must immediately give a written report about the abuse or suspected abuse to the Principal or to the Board chair (or delegated board member).

The school's Principal or Board chair (or delegated board member) must immediately give a copy of the report to a police officer.

If the first person who becomes aware or reasonably suspects sexual abuse is the school's Principal, the Principal must give a written report about the abuse, or suspected abuse to a police officer immediately and must also give a copy of the report to the Board chair (or delegated board member) immediately.

A report under this section must include the following particulars: -

- (a) the name of the person giving the report (the **first person**);
- (b) the student's name and sex;
- (c) details of the basis for the first person becoming aware, or reasonably suspecting, that the student has been sexually abused by another person;
- (d) details of the abuse or suspected abuse;
- (e) any of the following information of which the first person is aware:-
 - (i) the student's age;
 - (ii) the identity of the person who has abused, or is suspected to have abused, the student;
 - (iii) the identity of anyone else who may have information about the abuse or suspected abuse⁶.

10. REPORTING LIKELY SEXUAL ABUSE⁷

Section 366A of the *Education (General Provisions) Act 2006* states that if a staff member reasonably suspects in the course of their employment at the school, that any of the following is likely to be sexually abused by another person:-

- (a) a student under 18 years attending the school;
- (b) a kindergarten aged child registered in a kindergarten learning program at the school;
- (c) a person with a disability who:-
 - (i) under section 420(2) of the *Education (General Provisions) Act 2006* is being provided with special education at the school; and
 - (ii) is not enrolled in the preparatory year at the school.

then the staff member must give a written report about the suspicion to the school's Principal or to the Board chair (or another board member if necessary) immediately.

The school's Principal or the Board chair (or another board member if necessary) must immediately give a copy of the report to a police officer.

If the first person who becomes aware or reasonably suspects likely sexual abuse is the school's Principal, the Principal must give a written report about the suspicion to a police officer immediately and must also give a copy of the report to the Board chair (or another board member if necessary) immediately.

A report under this section must include the following particulars: -

- (a) the name of the person giving the report (the **first person**);
- (b) the student's name and sex;

⁶Education (General Provisions) Regulation 2017 (Qld) s.68

⁷Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)

- (c) details of the basis for the first person reasonably suspecting, that the student is likely to be sexually abused by another person;
- (d) any of the following information of which the first person is aware:-
 - (i) the student's age;
 - (ii) the identity of the person who is suspected to be likely to abuse the student;
 - (iii) the identity of anyone else who may have information about the suspected likelihood of abuse.

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11. REPORTING PHYSICAL AND SEXUAL ABUSE⁹

Under Section 13E (3) of the *Child Protection Act 1999*, if a doctor, a registered nurse, a teacher or an early education and care professional forms a 'reportable suspicion' about a child "in the course of their engagement in their profession", they must make a written report.

A **reportable suspicion** about a child is a reasonable suspicion that the child: -

- (a) has suffered, is suffering, or is at unacceptable risk of suffering, significant harm caused by physical ~~and~~/or sexual abuse; and
- (b) may not have a parent able and willing to protect the child from the harm.

The doctor, nurse, teacher or an early education and care professional must give a written report to the Chief Executive of the Department of Children, Youth Justice and Multi-Cultural Affairs (or other department administering the *Child Protection Act 1999*). The doctor, nurse, teacher or an early education and care professional should give a copy of the report to the Principal.

A report under this section must include the following particulars:-

- (a) the basis on which the person has formed the reportable suspicion¹⁰
- (b) the child's name and sex
- (c) the child's age
- (d) details of how to contact the child;
- (e) details of the harm to which the reportable suspicion relates;
- (f) particulars of the identity of the person suspected of causing the child to have suffered, suffer, or be at the risk of suffering, the harm to which the reportable suspicion relates.
- (g) particulars of the identity of any other person who may be able to give information about the harm to which the reportable suspicion relates¹¹.

Contacts:

- Child Safety Regional Intake Service, South West (Darling Downs) ph: 1300 683 390 (from 9am-5pm, Monday to Friday)
- Child Safety After Hours Service Centre ph: 1800 177 135 (Qld only)

12. RESPONSIBILITIES UNDER CRIMINAL CODE ACT 1899 (Qld)

The *Criminal Code Act 1899* includes two offences that pertain to the failure to report a child sexual offence and the failure to protect a child against a child sexual offence. A child sexual offence is an offence of a sexual nature by an adult against a child under 16 years or a person with an impairment of the mind.

Failure to Report¹²

Under section 229BC of the Code, all adults must report sexual offences against a child by another adult to police as soon as reasonably practicable after the belief is, or ought reasonably to have been, formed. Failure to make a report, without a reasonable excuse, is a criminal offence. This offence applies to all adults inclusive of students 18 years or older, as well as parents/guardians and volunteers at the school.

⁸Education (General Provisions) Regulation 2017 (Qld) s.69

⁹Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16 (2)(d)

¹⁰Child Protection Act 1999 s.13G (2)(a)

¹¹See Child Protection Regulation 2011 (Qld) s.10 "Information to be included in report to chief executive"

¹²Criminal Code Act 1899 (Qld) s.229BC

A reasonable excuse not to make a report under the *Criminal Code Act 1899* includes that a report has already been made under the *Education (General Provisions) Act 2006* (reporting sexual abuse or likely sexual abuse) and the *Child Protection Act 1999* (reporting significant harm or risk of significant harm) as per this policy.

Failure to Protect¹³

Under section 229BB of the Code, all adults in positions of power or responsibility within institutions to reduce or remove the risk of child sexual offences being committed must take reasonable steps to protect children in their care from a child sexual offence. A failure to protect is an offence.

13. AWARENESS OF POLICY

The school will inform staff, students and parents of its processes relating to the health, safety and conduct of staff and students in communications to them and it will publish these processes on its website.¹⁴

Each new staff member will be made aware of the policy as part of their induction.

14. ACCESSIBILITY OF PROCESSES

This policy and processes relating to the health, safety and conduct of staff and students is accessible to staff and students on the school website and will be available on request from the school administration¹⁵.

15. TRAINING

The school will train its staff in processes relating to the health, safety and conduct of staff and students on their induction and will refresh training annually¹⁶.

16. IMPLEMENTING THE PROCESSES

The school will ensure it is implementing processes relating to the health, safety and conduct of staff and students by auditing compliance with the processes annually¹⁷.

17. COMPLAINTS PROCEDURE

Suggestions of non-compliance with the school's processes may be submitted as complaints under the *Resolution of Issues Policy*.

18. RELEVANT LEGISLATION

- *Child Protection Act 1999 (Qld)*
- *Child Protection Regulation 2023*
- *Education (General Provisions) Act 2006 (Qld)*
- *Education (General Provisions) Regulation 2017(Qld)*
- *Education (Accreditation of Non-State Schools) Act 2017(Qld)*
- *Education (Accreditation of Non-State Schools) Regulation 2017(Qld)*
- *Working with Children (Risk Management and Screening) Act 2000 (Qld)*
- *Working with Children (Risk Management and Screening) Regulations 2020 (Qld)*
- *Criminal Code Act 1899 (sections 229BB and 229BC)*
- ISQ Child Protection Policy Template (updated September 2023)

19. OTHER RELATED POLICIES

- BBP-502 Child Protection Risk Management Strategy
- BBP-701 Resolution of Issues Policy & Procedure
- BBP-606 Sexual Harassment Policy
- BBP-601 Staff Employment Policy
- BBP-602 Staff Induction Policy
- BBP-711 Workplace Health and Safety Policy

¹³ *Criminal Code Act 1899 (Qld) s.229BB*

¹⁴ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(a)*

¹⁵ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(b)*

¹⁶ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(c)*

¹⁷ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(d)*

➤ SBP-1010 Pastoral Care Policy

➤ Form-BBP-504 Report of Suspected Harm or Sexual Abuse

➤ Form-BBP-505 Staff Agreement to Comply with Risk Management Strategy (*staff acknowledgement that they have read and understood the Child Protection Policy and the Child Protection Risk Management Strategy, and they agree to comply*)

Policy Level/Authority	Board		
Distribution	Board, Staff, School Families		
Version	Version 6.1		
Revision History	Version 4	June 2012	
	Version 5	Nov 2015	Major re-write in line with ISQ template
	Version 5.1	July 2016	Minor changes
	Version 5.2	Nov 2016	Minor changes in line with ISQ template
	Version 5.3	Sept 2017	Minor changes as advised by NSSAB
	Version 5.4	May 2018	Minor changes as advised by ISQ
	Version 5.5	May 2019	Minor change required
	Version 5.6	May 2020	Minor update
	Version 5.7	May 2021	Minor update
	Version 5.8	July 2021	Minor changes as advised by NSSAB
	Version 5.9	June 2022	No changes
	Version 6.0	May 2023	Changes as per updated ISQ policy particularly re Criminal Code Act reporting requirements
	Version 6.1	Feb 2024	Changes as per updated ISQ Policy (Sept 2023) and as per recommendations from NSSAB following Compliance Review
	Version 6.2	Oct 2025	Minor updates
	Version 6.3	April 2026	Changes as per NSSAB requirements
Next Review Date – Yearly	Oct 2026		