

What happens about confidentiality?

Your report will be treated in a confidential manner and with respect. It is the College's policy that confidentiality between the College and parents will be respected as much as possible and any concerns raised by parents will not adversely effect their children.

How will the College help my child?

The Head of College will ensure that the following things are done to reduce the chance of harm occurring:

- Ensure that each staff member understands and fulfils obligations under this Policy and the Policy for reporting abuse
- Ensure that there is an acceptable reference for each staff member from his or her previous employer engaged following the commencement of this policy
- Ensure that each staff member and volunteer who has contact with children (and who is not excluded under this Legislation) has a current positive Suitability Notice (Blue Card) issued by the Commissioner for Children and Young People.

If the Head of College receives a report of harm about your child, he will support the child by:

- responding rapidly and diligently to the report
- reassuring the student
- protecting the child's confidentiality as much as possible
- offering continuous support
- providing counselling if requested.

What should I do if I require more information?

The College's complete *Child Protection Policy* is available on the College website. Parents and students can have access to this policy at any time. You may also make an appointment to discuss the policy with the Head of College if you wish to clarify any matters.

Student Protection contacts for Concordia Lutheran College:

- Michael Kaiser
Head of College
- Tony Sharman
Director of Campus (SSC)
- Sonia Siebenhausen
College Counsellor
- Julie Gould
Director of Campus (WSC)
- Juanetta Priest
Director of Campus (HSC)

154 Stephen Street
Toowoomba Queensland 4350
Australia

T 07 4688 2700

F 07 4688 2799

enrolments@concordia.qld.edu.au

www.concordia.qld.edu.au

CRICOS 00581G

WITH ONE HEART
**WE LIVE THE
CHRISTIAN SPIRIT**

Information for
Parents and Caregivers

PROTECTING STUDENTS FROM HARM AND THE RISK OF HARM IS FUNDAMENTAL

Child Protection at Concordia Lutheran College

Concordia Lutheran College recognises that protecting students from harm and the risk of harm is fundamental to maximising their personal and academic potential. For this reason the welfare and best interests of children within our College will always be a primary consideration.

We expect our students to show respect to our staff and volunteers and to comply with safe practices. We expect all employees to ensure that their behaviour towards and relationships with students reflect proper professional standards of care for students, and are not unlawful. The College will respond diligently to a report of suspected or actual harm, or risk of harm to a student resulting from either within the College or from outside the College.

The College has a comprehensive *Child Protection and LCAQD Anti Sexual Abuse Policy*. This outlines the actions to be taken if a member of staff or a parent of the College becomes aware or reasonably suspects that harm has been done to a student of the College by other staff, people outside the College or by other students.

What does the College mean by 'harm'?

Queensland legislation defines harm as *any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing*. It is immaterial how the harm is caused.

Harm can be caused by:

- Physical, psychological or emotional abuse or neglect
- Sexual abuse or exploitation
- Domestic or family violence.

What should you do if you become aware or reasonably suspect that harm has been caused to a student of the College by a member of staff, someone outside of the College or by other students?

You should report your concerns to the Head of College, Head of Senior College, Directors of Campus, College Counsellor or to any other member of staff.

What will happen next?

If you report your concerns to a member of staff other than the Head of College, the member of staff will report it to the Head of College immediately, or if the subject of the complaint is the Head of College then the member of staff will report to the Chairperson of the Council.

If the Head of College or Chair of Council receives a report of harm or suspected harm to a student of the College, and becomes aware of the harm or reasonably suspects the harm to have been caused, then it will be reported to police immediately if the harm relates to sexual abuse. Alternatively the report may be handed to the Child Safety Services if appropriate. Alternatively it may be dealt with internally using other policies and procedures if the matter does not require mandatory reporting to an outside body.

