





IPSWICH GRAMMAR SCHOOL

Child Protection Policy

	Prepared by:	Approved by:
Signature:		
Date:	March 2020	March 2020
Name:	Tracey Coombes	David Edwards
Position:	School Counsellor	Chairman of the Board of Trustees
Commencement:	March 2020	
Review:	<i>(every two years)</i>	

1 PURPOSE:

The purpose of this policy is to provide a policy as part of Ipswich Grammar 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 Ipswich Grammar School and covers information about the reporting of harm and abuse.

3 REFERENCES:

- [Child Protection Act 1999\(Qld\)](#)
- [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 \(Risk Management and Screening\)Regulation 2011 \(Qld\)](#)
- [Ipswich Grammar School Child Risk Management Strategy](#)
- [Ipswich Grammar School Complaint Handling Policy](#)
- [Ipswich Grammar School Work Health and Safety Policy](#)

4 RELATED POLICIES

- Ipswich Grammar School Work Health and Safety Policy (for the *Work Health and Safety Act 2011 (Qld)*)

5 DEFINITIONS

5.1 Section 9 of the *Child Protection Act 1999* – defines “Harm”, to a child, 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, emotional abuse, or neglect; or
 - sexual abuse or exploitation.
- Harm can be caused by;
 - a single act, omission, or circumstance; or
 - a series or combination of acts, omissions or circumstances.

5.2 Section 10 of the *Child Protection Act 1999* - A “child in need of protection” is a student who:

- has suffered significant harm, is suffering significant harm, or is at unacceptable risk of suffering significant harm; and
- does not have a parent able and willing to protect the child from the harm.

5.3 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:

- the other person bribes, coerces, exploits, threatens, or is violent toward the relevant person;
- the relevant person has less power than the other person;
- there is a significant disparity between the relevant person and the other person in intellectual capacity or maturity.

6 HEALTH AND SAFETY

The school has written policies in place regarding the health and safety of its staff and students in accordance with relevant workplace health and safety legislation¹.

7 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.

8 CONDUCT OF STAFF AND STUDENTS

All staff, contractors, and volunteers must ensure that their behaviour and relationships with students reflect proper standards of care for students. Staff, contractors, and volunteers must not cause harm to students⁴.

9 REPORTING INAPPROPRIATE BEHAVIOUR

If a student considers the behaviour of a staff member to be inappropriate, the student should report the behaviour to:

- The Headmaster;
- The relevant Head of School; or
- The relevant Head of Year; or
- The Director of Boarding⁵.

10 DEALING WITH REPORT OF INAPPROPRIATE BEHAVIOUR

A staff member who receives a report of inappropriate behaviour must report it to the Headmaster. Where the Headmaster is the subject of the report of inappropriate behaviour, the staff member must inform the Chair of the Board. Reports will be dealt with under the School's Complaints Handling Policy.

11 REPORTING SEXUAL ABUSE⁷

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 student under 18 years attending the school;
- a pre-preparatory aged child registered in a pre-preparatory learning program at the school;
- a person with a disability who:
 - under section 420(2) of the *Education (General Provisions) Act 2006* is being provided with special education at the school; and
 - 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 Headmaster or the Chair of the Board immediately.

The school's Headmaster or Chair of the Board must immediately give a copy of the report to a police officer.

¹ *Education (Accreditation of Non-State Schools) Regulation 2001 (Qld) s.10(1)*

² *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(8)*: 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.10(2)*

⁴ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(2)*

⁵ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(3)*

⁶ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(3)*

⁷ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(5)*

If the first person who becomes aware is the school's Headmaster, the Headmaster 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 Chair of the Board.

A report under this section must include the following particulars:

- the name of the person giving the report (the first person);
- the student's name and sex;
- details of the basis for the first person becoming aware, or reasonably suspecting, that the student has been sexually abused by another person;
- details of the abuse or suspected abuse;
- any of the following information of which the first person is aware:
 - the student's age;
 - the identity of the person who has abused, or is suspected to have abused, the student; and
 - the identity of anyone else who may have information about the abuse or suspected abuse⁸.

12 REPORTING LIKELY SEXUAL ABUSE⁹

Section 366A 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 is likely to be sexually abused by another person:

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

then the staff member must immediately give a written report about the suspicion to the Headmaster or the Chair of the Board.

The Headmaster or the Chair of the Board must immediately give a copy of the report to a police officer.

If the first person who reasonably suspects likely sexual abuse is the school's Headmaster, the Headmaster must give a written report about the suspicion to a police officer immediately and must also give a copy of the report to the Chair of the Board.

A report under this section must include the following particulars:

- the name of the person giving the report (the first person);
- the student's name and sex;
- details of the basis for the first person reasonably suspecting that the student is likely to be sexually abused by another person;
 - any of the following information of which the first person is aware:
 - the student's age;
 - the identity of the person who has abused, or is suspected to be likely to abuse, the student;
 - the identity of anyone else who may have information about suspected likelihood of abuse¹⁰.

13 REPORTING PHYSICAL AND SEXUAL ABUSE

Under Section 13E (3) of the *Child Protection Act 1999*, if a doctor, a registered nurse, or a teacher 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:

- has suffered, is suffering, or is at unacceptable risk of suffering, significant harm caused by physical or sexual abuse; and

⁸ *Education (General Provisions) Regulation 2006 (Qld) s.68*

⁹ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(5)*

¹⁰ *Education (General Provisions) Regulation 2006 (Qld) s.68A*

- may not have a parent able and willing to protect the child from the harm.

The doctor, nurse, or teacher must give a written report to the Chief Executive of the Department of Communities, Child Safety and Disability Services (or other department administering the *Child Protection Act 1999*). The doctor, nurse, or teacher should give a copy of the report to the Headmaster.

A report under this section must include the following particulars:

- state the basis on which the person has formed the reportable suspicion; and
- include the information prescribed by regulation, to the extent of the person's knowledge¹¹.

14 AWARENESS

The school will inform staff, students, and parents of its processes relating to Child Protection via the publication of this policy and the School's Child Risk Management Strategy. The process will be communicated and published on the school's website.¹²

15 TRAINING

The school will train its staff in processes relating to the Child Protection on their induction and will refresh training annually¹³. The Board of Trustees will be provided with evidence of this training annually.

16 IMPLEMENTING THE PROCESSES

The school will ensure compliance with legislation relevant to Child Protection and review this policy annually.

17 ACCESSIBILITY OF PROCESSES

Processes relating to Child Protection are accessible on the school website and will be available on request from the school administration¹⁵.

18 COMPLAINTS PROCEDURE

Suggestions of non-compliance with the school's processes may be submitted as complaints under the School's Complaint Handling Policy.¹⁶

¹¹ *Child Protection Regulation 2011 (Qld) s.10*

¹² *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(6)*

¹³ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(6)*

¹⁴ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(6)*

¹⁵ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.10(6)*

¹⁶ *Education (Accreditation of Non-State Schools) Regulation 2017(Qld) s.10(7) and s.10(7A)*