



# CARMICHAEL CHILD RISK MANAGEMENT STRATEGY

<b>Title</b>	Carmichael College Child Risk Management Strategy
<b>Category</b>	College Operational
<b>Policy Owner</b>	Principal
<b>Approver</b>	Board of Directors
<b>Related Documents</b>	<ul style="list-style-type: none"> <li>● Carmichael College Blue Card Register</li> <li>● Carmichael College Reporting Concerns of Harm and Abuse Policy</li> <li>● Carmichael College Complaints Handling Policy – Staff</li> <li>● Carmichael College Complaints Handling Policy – Parents and Students</li> <li>● Carmichael College Staff Code of Conduct</li> <li>● Carmichael College Risk Management Policy</li> </ul>
<b>Published Location</b>	<p><i>Internal</i> – Sharepoint/carmichaelcollegestaff/currentpolicies</p> <p><i>External</i> – College Website</p>

<b>Revision Record</b>					
<b>Version</b>	<b>Approval Date</b>	<b>Approved By</b>	<b>Effective Date</b>	<b>Review Cycle</b>	<b>Next Review</b>
October 2025	October 2025	Board of Directors	October 2025	Annual	October 2026
December 2025	December 2025	Board of Directors	December 2025	Annual	December 2026
March 2026	March 2026	Board of Directors	March 2026	Annual	March 2027

## 1. Purpose and Scope

The purpose of this strategy is to eliminate and minimise risk to student safety to ensure the safety and wellbeing of all students.

## 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.

## 3. Statement of Commitment

Carmichael College is committed to taking all reasonable steps to promote the safety and wellbeing of students enrolled at the school and their protection from foreseeable harm. <sup>1</sup> In practice, Carmichael College is committed to acting in accordance with the *Working with Children (Risk Management and Screening) Act 2000* (Qld) (“the Act”) to promote the safety and wellbeing of students means that it will implement the measures outlined below in points

## 4. Code of Conduct

Carmichael College’s Staff Code of Conduct is evidence of fulfilment of the requirements of Schedule 1 s.2(2) of the *Working with Children (Risk Management and Screening) Regulation 2020* (Qld) sch 1 (“**Schedule 1**”).

## 5. Recruitment, Selection, Training and Management Procedures

Carmichael College is committed to recruiting, selecting, training and managing employees in such a way that limits risks to students. Carmichael College will:

- Ensure that its recruitment and selection procedures act to reduce the risk of harm to children from employees via:
  - Accurate position descriptions, including whether the successful applicant must be a teacher registered with the Queensland College of Teachers (who has been subject to relevant police and other safety checks), whether a Blue Card is necessary for the successful applicant, the responsibilities and supervision associated with the position, the nature and environment of the service provided to students, and the experience and qualifications required by the successful applicant.
  - Advertising the position with a clear statement about the college’s commitment to safe and supportive work practices and identifying that candidates will be subject to a teacher registration check or Blue Card screening, a police check, referee checks, identification verification and the requirement to disclose any information relevant to the candidates’ eligibility to engage in activities including children.
  - A selection process that includes assessing the application via an interview process and referee and other checks (as identified above) based on the accurate position description.

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<sup>1</sup> *Working with Children (Risk Management and Screening) Regulation 2020* (Qld) sch 1 s.2(1)

- A probationary period of employment, which allows the school to further assess the suitability of the new employee and to act as a check on the selection process.
- Ensure that its training and management procedures act to reduce the risk of harm to students from employees via:
  - Management processes that are consistent, fair and supportive.
  - Performance management processes to help employees to improve their performance in a positive manner.
  - Supportive processes for staff when they are experiencing challenges, such as mentoring, mediation, conflict resolution, coaching, additional training, and external support and counselling services.
  - An induction program which thoroughly addresses the school's policies and procedures, particularly its expectations regarding student risk management and to assist employees to understand their role in providing a safe and supportive environment for students.
  - Training new and existing staff on an ongoing basis to enhance skills and knowledge and to reduce exposure to risks, as follows:
    - the school's policies and procedures
    - identifying, assessing and minimising risks to students
    - handling a disclosure or suspicion of harm to a child.
  - Keeping a record of the training provided to employees.
  - Exit interviews to assist the school to identify broader issues of concern that may impact on the safety and wellbeing of students at the school.

This commitment is evidence of Carmichael College's fulfilment of the requirements of Schedule 1 s.2(3).

## 6. Handling Disclosures or Suspicions of Harm

Any of the types of concerns or reports below must be reported and managed under the Carmichael College's Reporting Concerns of Harm and Abuse Policy as follows:

- all staff with concerns about sexual abuse, or likely sexual abuse, or a child sexual offence committed by an adult
- teachers, nurses and early childhood education and care professionals with concerns of sexual or physical abuse
- all staff who have received a report of inappropriate behaviour by another staff member.

To report any type of harm, all staff members should use the Report of Suspected Harm or Sexual Abuse Form.

Furthermore, and in accordance with section 76 of the *Education (Queensland College of Teachers) Act 2005*, the Principal of Carmichael College will report to the Queensland College of Teachers any investigations into allegations of harm caused, or likely to be caused, to a student because of the conduct of a relevant teacher at the school.

Any report made under this section or the Carmichael College Reporting Concerns of Harm and Abuse Policy will fulfill the reporting obligations of all adults under the *Criminal Code Act 1899*.

This commitment is evidence of Carmichael College's fulfilment of the requirements of Schedule 1 s.2(4).

## **7. Managing Breaches of this Child Risk Management Strategy**

Carmichael College is committed to appropriately managing breaches of this Child Risk Management Strategy in accordance with its other relevant policies as appropriate in the circumstances, such as its Reporting Concerns of Harm and Abuse Policy, Staff Code of Conduct, Complaints Handling Policy and Procedures and Employee Collective Agreement, and this is evidence of fulfilment of the requirements of Schedule 1 s.2(5).

## **8. Implementing and Reviewing the Child Risk Management Strategy**

This Strategy in its entirety and its related policies and procedures are evidence of fulfilment of the requirements of Schedule 1 s.2(6)(a) relating to implementation.

The introduction to this Child Risk Management Strategy and the "Compliance and Monitoring" section below Carmichael College's commitment to reviewing the Strategy annually and are evidence of fulfilment of the requirements of the Schedule 1 s.2(6)(a) relating to review.

## **9. Blue Card Policies and Procedures**

Carmichael College's Blue Card Register is evidence of fulfilment of the requirements of Schedule 1 s.2(6)(b).

## **10. Strategies of Communication and Support**

Carmichael College's commitment to making this Child Risk Management Strategy available to students, parents and employees via its website and SharePoint is evidence of fulfilment of the requirements of Schedule 1 s.2(8)(a).

Carmichael College is committed to training employees in relation to risks to students and will conduct this training regularly via annual Staff training events, informal updates at staff meetings and regular discussions between managers and their staff, and this is evidence of fulfilment of the requirements of Schedule 1 s.2(8)(b).

## **11. Responsibilities**

Carmichael College is responsible for developing and implementing this Child Risk Management Strategy and related policies and procedures to ensure it fulfils its obligations.

All employees at Carmichael College are responsible for acting in compliance with this Child Risk Management Strategy and related policies and procedures.

## **12. Compliance and Monitoring**

Carmichael College is committed to the annual review of this Strategy. Carmichael College will also record, monitor and report to College board, the Executive Team and others as appropriate regarding any breaches of the Strategy.

In addition, Carmichael College is committed to other various compliance and monitoring arrangements made under relevant policies and procedures.

## Appendix 1 - Summary of Key Changes

Version	Key Changes
December 2025	Minor edits as directed by NSSAB
March 2026	Renamed from CYRMS. Updated to reflect ISQ template.