



Child Risk Management Strategy

Policy number	QLD0004	Version	1.0
Drafted by	MSA	Approved by board on	February 2025
Responsible person	Principal	Scheduled review date	February 2026

Table of Contents

1	Organisational Statement	1
2	Scope	2
3	Purpose	2
4	References	2
5	Code of Conduct	2
6	Recruitment, Selection, Training and Management Procedures	3
7	Handling Disclosures or Suspicions of Harm	3
8	Implementing and Reviewing	3
9	Blue Card Requirements	4
10	High Risk Management Procedures	4
11	Communication and Support Strategies	4
12	Responsibilities	5
13	Compliance and Monitoring	5
14	Helpful Links	5
15	Breach of Policy	5
16	Review	5
17	Communication	6

1 Organisational Statement

Mastery Schools Australia 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. In practice, Mastery Schools Australia 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.

2 Scope

This policy applies to employees, contractors and volunteers in relation to the Queensland operations and it is the responsibility of all employees, contractors and volunteers working for or at a Queensland school to understand and comply with this policy.

3 Purpose

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

4 References

- (a) Working with Children (Risk Management and Screening) Act 2000 (Qld)
- (b) Working with Children (Risk Management and Screening) Regulation 2020 (Qld)
- (c) Child Protection Act 1999 (Qld)
- (d) Education (Accreditation of Non-State Schools) Act 2017 (Qld)
- (e) Education (Accreditation of Non-State Schools) Regulation 2017 (Qld)
- (f) Education (General Provisions) Act 2006 (Qld)
- (g) Education (General Provisions) Regulation 2017 (Qld)
- (h) Education Services for Overseas Students (ESOS) Act 2000 (Cth)
- (i) Education (Overseas Students) Regulation 2018 (Qld)
- (j) Education (Queensland College of Teachers) Act 2005 (Qld)
- (k) Education and Care Services National Law (Queensland)
- (l) Education and Care Services National Regulations
- (m) Criminal Code Act 1899 (Qld)
- (n) Child and Youth Risk Management Strategy Toolkit
- (o) Restricted Person Declaration Form
- (p) Blue Card Services

5 Code of Conduct

- 5.1 Mastery Schools Australia Employee 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”).

6 Recruitment, Selection, Training and Management Procedures

- 6.1 Mastery Schools Australia Recruitment Policy, Professional Learning Policy, Performance Management System and Enterprise Bargaining Agreement or equivalent are evidence of fulfilment of the requirements of Schedule 1 s.2(3).

7 Handling Disclosures or Suspicions of Harm

- 7.1 Any of the types of concerns or reports below must be reported and managed under the Mastery Schools Australia Child Protection Policy, as follows:
- (a) all staff with concerns about sexual abuse, or likely sexual abuse, or a child sexual offence committed by an adult
 - (b) teachers, nurses and early childhood education and care professionals with concerns of sexual or physical abuse
 - (c) 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. Staff must also follow the Child Protection Decision Tree to ensure the correct reporting and escalation process is followed.

Furthermore, and in accordance with section 76 of the *Education (Queensland College of Teachers) Act 2005*, the Principal of Mastery Schools Australia 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 Mastery Schools Australia Child Protection Policy will fulfil the reporting obligations of all adults under the *Criminal Code Act 1899*.

This commitment is evidence of Mastery Schools Australia's fulfilment of the requirements of Schedule 1 s.2(4).

8 Implementing and Reviewing

- 8.1 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 state Mastery Schools Australia 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 Requirements

- 9.1 All employees, volunteers, and contractors of Mastery Schools Australia (MSA) are required to obtain and maintain a current Blue Card as a condition of their employment or engagement. This includes registration of each Blue Card holder with the Blue Card Organisational Portal, which serves as evidence of compliance with the requirements under Schedule 1, section 2(6)(b) of the *Working with Children (Risk Management and Screening) Act 2000 (Qld)*.
- 9.2 It is a mandatory requirement that all staff maintain a valid Blue Card for the entire duration of their employment with MSA. This obligation is clearly stated in each employee's contract of employment.
- 9.3 Failure to hold or maintain a valid Blue Card may result in immediate suspension from duties, and MSA reserves the right to take appropriate disciplinary action, up to and including termination of employment, in accordance with relevant legislation and contractual obligations.
- 9.4 **Visitors**
Any visitor who does not hold a valid Blue Card must be accompanied and directly supervised by an MSA staff member at all times while on school premises.
- 9.5 **New Contractors**
All new contractors, regardless of whether they hold a valid Blue Card, must be accompanied and supervised by an MSA staff member until an established working relationship has been formed and their conduct and understanding of our child safety expectations have been confirmed.

This requirement supports our commitment to maintaining a safe and child-focused learning environment.

10 High Risk Management Procedures

- 10.1 Mastery Schools Australia's Risk Management Framework is evidence of fulfilment of the requirements of Schedule 1 s.2(7). All staff should refer to the Child Protection Decision Tree when assessing and reporting risks related to child safety.

11 Communication and Support Strategies

- 11.1 Mastery Schools Australia's commitment to making this Child Risk Management Policy available to students, parents, and employees via its enrolment package, employee handbook, and school internet. This is evidence of fulfilment of the requirements of Schedule 1 s.2(8)(a).



- 11.2 Mastery Schools Australia is committed to training employees in relation to risks to students and will conduct this training regularly via annual formal 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).

This training includes the correct application of the Child Protection Decision Tree to ensure staff are confident in identifying and responding to child protection concerns.

12 Responsibilities

- 12.1 Mastery Schools Australia is responsible for developing and implementing this Child Risk Management Policy and related policies and procedures to ensure it fulfils its obligations under the Child Protection Act.
- 12.2 All employees and contractors at Mastery Schools Australia are responsible for acting in compliance with this and other related policies and procedures.

13 Compliance and Monitoring

- 13.1 Mastery Schools Australia is committed to the annual review of this Policy. Mastery Schools Australia will also record, monitor, and report to the school board, the Senior Executive Team and others as appropriate regarding any breaches of the Strategy
- 13.2 In addition, Mastery Schools Australia is committed to other various compliance and monitoring arrangements made under relevant policies and procedures

14 Helpful Links

- (a) Independent Schools Queensland's [Child Protection Decision Support Trees](#)
- (b) Department of Families, Seniors, Disability Services and Child Safety. [Child Protection Guide resource](#)
- (c) [Blue Card Services](#) resources

The above is evidence of fulfilment of the requirements of Schedule 1 s.2(5).

15 Breach of Policy

- 15.1 Breaches of this Policy:
- (a) are not acceptable by any employee, contractor, and volunteer;
 - (b) will be responded to promptly; and
 - (c) may result in disciplinary action being taken.

16 Review

This policy is reviewed periodically as detailed in the Policy Review Schedule. Next review date is February 2026.



17 Communication

This policy is made available to all staff during the onboarding and induction period. It is also readily available on the school's website and internal SharePoint site.