Reporting Concerns of Harm and Abuse Policy

1. King's Christian College

1.1. **Vision**

The vision of King's Christian College (the College) is: "To be a multi-campus exemplar Christian School of 'Kingdom' significance and influence that:

- Changes the destiny of individuals, families and communities for future generations.
- Prioritises the foundation of a strong church-school relationship.
- Empowers the wider Christian school movement by being a source of knowledge, wisdom and inspiration".

1.2. **Foundational Values**

The College is guided by four Foundational Values, each grounded in scripture and reflecting the way the King's community learn, live, love, and lead. These values form the basis of King's ethos, mission and Christian faith and outline the expected behaviour of all members of the College community.

2. Purpose

2.1. The purpose of this policy is to provide written processes about:

a. how the school will respond to harm, or allegations of harm, to students under 18 years; and

b. the appropriate conduct of the school's staff and students to comply with accreditation requirements.

3. Scope

3.1. Students and staff, 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 King's Christian College (the College).

4. Definitions

4.1. **King's Christian College:**

Can be referred to as 'the College', 'the school' or 'King's' in this policy.

4.2. **Harm**

As per s 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.

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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.

4.3. **Child in need of protection**

As per s10 of the Child Protection Act 1999, a child in need of protection is a child 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.

4.4. **Sexual abuse**

As per s364 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;
c. there is a significant disparity between the relevant person and the other person in intellectual capacity or maturity.

4.5. **Staff**

Staff in this policy, refers to full-time, part-time, permanent, fixed term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements.

5. Introduction

5.1. King's commitment to child safety and wellbeing is grounded in a Biblical worldview that affirms the inherent value, dignity, and worth of every child as created in the image of God (Genesis 1:27). We believe that children are a precious gift and should be nurtured, protected, and treated with love, respect, and care.

5.2. In accordance with Scripture, we uphold principles of justice, compassion, and integrity, ensuring that actions and decisions prioritise the safety, flourishing, and spiritual wellbeing of children.

5.3. Reporting concerns is not merely a procedural or legal requirement; it is a moral and spiritual responsibility rooted in our calling to reflect Christ's character and uphold justice.

6. Health and Safety

6.1. The College 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).

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7. Responding to Reports of Harm

7.1. When the school receives any information alleging 'harm'[1] to a student (other than harm arising from physical or sexual abuse) it will deal with the situation compassionately and fairly so as to minimise any likely harm to the extent it reasonably can – refer to King's Student Safety and Wellbeing Policy.

7.2. Information relating to physical or sexual abuse is handled under obligations to report set out in this policy[2].

8. Conduct of Staff and Students

8.1. All staff will 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 students[3].

9. Reporting Inappropriate Behaviour

9.1. If a student considers the behaviour of a staff member to be inappropriate, the student should report the behaviour to[4]:

Reedy Creek Campus

a. High School:
   - Mr Damien Taylor: Deputy Principal
   - Mrs Mae Jimenez-Wafer: Student Wellbeing Officer

b. Primary School:
   - Mrs Lisa Whiting: Prep-Yr 2 Coordinator
   - Mr Jordan Peters: Yr 5 & 6 Coordinator

c. King's Trade Training Centre (KTTC)
   - Mr Cameron Baker: Director of KTTC
   - Mrs Mae Jimenez-Wafer: Student Wellbeing Officer

Pimpama Campus

a. High School
   - Mrs Pepeita Hamilton: Head of High School
   - Mr Ralf de la Mare: Deputy Head of High School – Culture

b. Primary School
   - Mrs Hope Malcolm: Head of Primary
   - Mr Jason Knight: King's Group Primary Coordinator

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

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Logan Village Campus

a. High School
   - Mr Matthew Gilbank: Deputy Head – Behaviour Education
   - Miss Karma Engelbrecht: Student Wellbeing Officer

b. Primary School
   - Mr Matthew Gilbank – Deputy Head – Behaviour Education
   - Mrs Fiona Paschke: Student Wellbeing Officer

10. Dealing with report of Inappropriate Behaviour

10.1. A staff member who receives a report of inappropriate behaviour must report it to the Campus Principal or Executive Principal. Where the Executive Principal is the subject of the report of inappropriate behaviour, the staff member must inform a Director of the school's governing body[5]. Reports will be dealt with under the school's Complaints Handling Policy.

11. Reporting Sexual Abuse[6]

11.1. 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;
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 abuse or suspected abuse to the Campus Principal or the Executive Principal or to a Director of the school's governing body immediately.

11.2. The school's Campus Principal or the Executive Principal or the Director of the school's governing body must immediately give a copy of the report to a police officer.

11.3. If the first person who becomes aware or reasonably suspects sexual abuse is the College's Campus Principal or the Executive Principal, the Campus Principal or the Executive 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 a Director of the school's governing body immediately.

11.4. 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;

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

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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 abuse[7]

12. Reporting Likely Sexual Abuse[8]

12.1. 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 Campus Principal or the Executive Principal or to a Director of the school's governing body immediately.

12.2. The school's Campus Principal or the Executive Principal or the Director of the school's governing body must immediately give a copy of the report to a police officer.

12.3. If the first person who reasonably suspects likely sexual abuse is the school's Campus Principal or the Executive Principal, the Campus Principal or the Executive Principal must give a written report about the suspicion to a police officer immediately and must also give a copy of the report to a Director of the school's governing body immediately.

12.4. 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 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 sexually abuse the student;
    iii. the identity of anyone else who may have information about suspected likelihood of abuse[9].

[7] *Education (General Provisions) Regulation 2017 (Qld) s.68*
[8] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)*
[9] *Education (General Provisions) Regulation 2017 (Qld) s.69*

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13. Reporting Physical and Sexual Abuse[10]

13.1. Under Section 13E(3) of the *Child Protection Act 1999*, if a doctor, a registered nurse, a teacher or an early childhood 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.

13.2. 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 or sexual abuse; and

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

13.3. The doctor, nurse, teacher or early childhood education and care professional must give a written report to the Chief Executive of the Department of Families, Seniors, Disability Services and Child Safety (or another department administering the *Child Protection Act 1999*). The doctor, nurse, teacher or early childhood education and care professional should give a copy of the report to the principal.

13.4. A report under this section must include the following particulars:

a. the basis on which the person has formed the reportable suspicion[11];

b. the child's name, age and sex descriptor;

c. details of how to contact the child;

d. details of the harm to which the reportable suspicion relates;

e. particulars of the identity of the person suspected of causing the child to have suffered, suffer, or be at risk of suffering, the harm to which the reportable suspicion relates;

f. particulars of the identity of any other person who may be able to give information about the harm to which the reportable suspicion relates[12].

13.5. Follow this link for contact details of the Child Safety Regional Intake Service. The phone number for the SE Qld Service is 1300 679 849. This service is available from 9am to 5pm Monday to Friday. Outside these hours, contact Child Safety After Hours Service Centre on 1800 177 135 (Queensland only).

14. Responsibilities under Criminal Code Act 1899 (Qld)

14.1. 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.

14.1.1. **Failure to Report**[13]

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

[10] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16 (2)(d)*

[11] *Child Protection Act 1999 s.13G (2)(a)*

[12] See *Child Protection Regulation 2023 (Qld) s.4 "Information to be included in reports"*

[13] *Criminal Code Act 1899 (Qld) s.229BC*

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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. 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.

14.1.2. **Failure to Protect**[14]

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.

15. Awareness

15.1. 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[15].

15.2. Policy and processes relating to child protection are accessible on the school website, the College Intranet and will be available on request from the school administration office.

16. Accessibility of Processes

16.1. Processes relating to the health, safety and conduct of staff and students are accessible on the school website and will be available on request from the school administration office[16].

17. Training

17.1. The College will train its staff in processes relating to the health, safety and conduct of staff and students on their induction and will refresh training annually[17].

18. Implementing the Processes

18.1. The school will take all reasonable steps to implementing processes relating to the health, safety and conduct of staff and students by auditing compliance with the processes annually[18].

[14] *Criminal Code Act 1899 (Qld) s.229BB*
[15] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(a)*
[16] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(b)*
[17] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(c)*
[18] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(d)*

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19. Complaints Procedure

19.1. Suggestions of non-compliance with the school's processes may be submitted as complaints under King's Complaints Handling Policy and Complaints Handling Procedures[19].

20. Relevant Legislation, Standards and Codes

- *Child Protection Act 1999 (Qld)*
- *Child Safe Organisations Act 2024 (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 2020 (Qld)*
- *Criminal Code Act 1899 (sections 229BB and 229BC)*

21. Related Documents

- Complaints Handling Policy
- Complaints Handling Procedures
- Work Health and Safety Policy
- Student Safety and Wellbeing Policy
- Child Protection Reporting Form

[19] *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(5) and s.16(6)*

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