

CHILD SAFETY and WELLBEING POLICY

1. PURPOSE

- 1.1 The purpose of this policy is to affirm Ormiston College's commitment to being a child safe organisation and to outline how the College promotes, protects, and prioritises the safety and wellbeing of all students in accordance with the *Child Safe Organisations Act 2024*. The policy is informed by the Guidelines for Implementing the Child Safe Standards in Queensland, issued by the Queensland Family and Child Commission, and supports the College's compliance with the Child Safe Standards and Universal Principle.¹
- 1.2 This policy outlines the Ormiston College Safeguarding Framework, which forms part of an integrated suite of documents guiding the College's actions to promote and protect the safety and wellbeing of all children and young people.
- 1.3 The policy further sets expectations for workers of the entity who work together to maintain safe, inclusive and supportive environments, and it commits the College to embracing a culture of continuous improvement by regularly reviewing and strengthening child safety and wellbeing practices.

2. SCOPE

- 2.1 This policy applies to anyone who is a member of the Ormiston College community including students, employees (permanent, temporary and casual), volunteers, board and committee members, external contractors, people undertaking work experience or vocational placements, parents/guardians and visitors.
- 2.2 The policy applies to all activities of the school which involve, result in or relate to contact with children and young people. This includes on-site and off-site (e.g. camps and excursions) activities.
- 2.3 The Ormiston College Early Learning Centre has a separate Child Safe and Wellbeing policy.

3. PRINCIPLES

- 3.1 The following principles guide the College's approach to safeguarding:
 - a) Our Christian values underpin our dedication to exemplary safeguarding standards, recognising the inherent dignity and worth of every child as central to our mission.
 - b) The College is committed to clear, open processes and accountability at all levels, so that safeguarding is visible and responsibility is shared across the entity.
 - c) Ormiston College's commitment to safeguarding goes further than meeting minimum regulatory requirements; the College strives for quality and continual improvement of the ways in which the safety of children is promoted, child abuse is prevented and allegations of child abuse are properly and promptly responded to.²
 - d) The College places children's safety, voices and rights at the centre of all Ormiston College activities, ensuring that children and young people feel safe, heard and empowered.
 - e) Safeguarding processes are developed and reviewed collaboratively, drawing on diverse perspectives to ensure inclusivity and effectiveness.

¹ *Child Safe Organisations Act 2024 (Qld), s11*

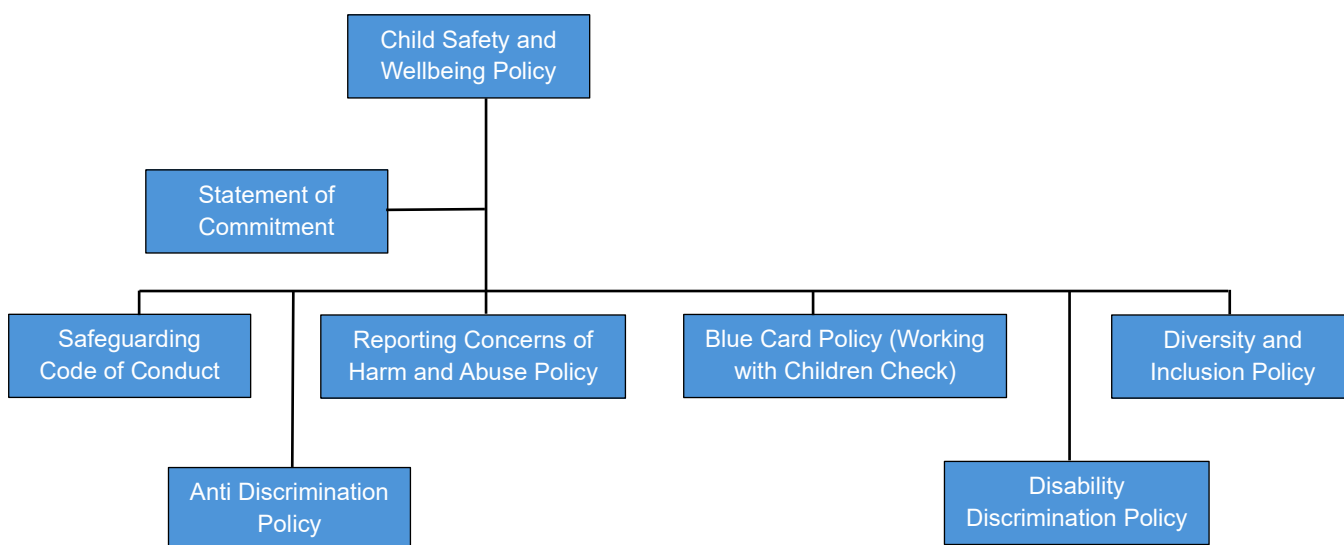
² *Child Safe Organisations Act 2024 (Qld), s14*

4. STATEMENT OF COMMITMENT TO CHILD SAFETY and WELLBEING

- 4.1 Ormiston College upholds a Statement of Commitment (4.3) to Child Safety and Wellbeing as a visible sign of its shared responsibility. This commitment is grounded in the belief that every child and young person is inherently valuable and deserving of safety, respect and care.
- 4.2 Paragraphs 4.3 and 4.4 are displayed prominently in the physical and online environments of Ormiston College.
- 4.3 Ormiston College is unwavering in its commitment to providing a safe, supportive, and empowering environment for every child and young person in our care. We recognise our moral and legal responsibility to ensure the safety, wellbeing, and inclusion of all students. and we actively uphold the Universal Principle and Child Safe Standards in Queensland
- 4.4 We are committed to:
 - a) Leading and governing a child safe culture with diligence, ensuring that everyone shares the responsibility to keep children and young people safe and well.
 - b) Creating welcoming and nurturing environments where everyone belongs.
 - c) Listening to children and young people, valuing their voices and involving them in decisions that affects them.
 - d) Standing firmly against all forms of abuse, neglect and harm at all times.
 - e) Valuing and celebrating the cultural diversity, identity and background of every child and young person, ensuring our practices are culturally safe and responsive.
 - f) Providing an environment that promotes and upholds the right to cultural safety of students who are Aboriginal persons or Torres Strait Islander persons.
 - g) Making sure our staff and volunteers are rigorously selected, well-trained, caring and equipped to act whenever a concern for a child's safety arises.
 - h) Continuously seeking opportunities to improve, learn and strengthen our practices as a community.

5. SAFEGUARDING FRAMEWORK

- 5.1 This policy establishes the Ormiston College Safeguarding Framework, which comprises the following suite of interconnected policy documents.



6. ROLES and RESPONSIBILITIES

- 6.1 Child safety and wellbeing is a shared responsibility across Ormiston College. Every person has a role to play in creating and maintaining safe environments for children and young people.
- 6.2 Board:
- a) Set the strategic direction and ensure child safety and wellbeing are embedded in governance, culture and decision-making.
 - b) Approve the Child Safety and Wellbeing Policy and monitor the implementation of the Safeguarding Framework.
 - c) Ensure adequate resources, training and systems are in place to meet legislative and policy obligations.
 - d) Review compliance and risk reports and act promptly on identified gaps or concerns.
- 6.3 Headmaster and Executive Leaders
- a) Champion a child safe culture within the school.
 - b) Implement College policies and procedures, and ensure all staff understand and comply with them.
 - c) Monitor safeguarding practices, identify risks and take corrective action where needed.
 - d) Ensure staff induction, training, supervision and support are delivered consistently.
 - e) Ensure this policy and related child safety information are distributed and made publicly accessible.
 - f) Ensure that the voices of children and young people are heard and valued in matters that affect them and that community perspectives inform continuous improvement of safety and wellbeing.
- 6.4 Staff
- a) Understand and comply with the Safeguarding Framework and related legal obligations.
 - b) Model behaviour consistent with the College's Safeguarding Code of Conduct.
 - c) Participate in training and professional development to maintain knowledge and skills.
 - d) Act properly and promptly to report any concerns, disclosures or breaches through the appropriate channels.
 - e) Actively support and facilitate opportunities for students to express their views and participate in decisions that affect them and engage respectfully with families and the broader school community in safeguarding initiatives.
- 6.5 Volunteers and Trainees
- a) Follow the Ormiston College Safeguarding Code of Conduct and Safeguarding Framework at all times.
 - b) Complete required induction and training before engaging with children and young people.
 - c) Ensure they hold appropriate working with children clearances (Blue Card) and meet screening requirements.
 - d) Act properly and promptly to report any concerns, disclosures or breaches through the appropriate channels.
- 6.6 Contractors and Consultants
- a) Comply with the College's child safety and wellbeing requirements as outlined in contracts and agreements.
 - b) Ensure they and their workers hold appropriate working with children clearances (Blue Card) and meet screening requirements.
 - c) Act properly and promptly to report any concerns, disclosures or breaches through the appropriate channels.

7. OUR APPROACH TO CULTURAL SAFETY and the UNIVERSAL PRINCIPLE

- 7.1 Our commitment to cultural safety is deeply grounded in the College's Christian values of compassion, integrity, respect, responsibility and service, which guide our interactions with all cultures and communities.
- 7.2 We recognise Aboriginal and Torres Strait Islander peoples' cultures, histories, and ongoing contributions to the community.
- 7.3 In reference to the Universal Principle, the College's approach to the cultural safety of children and young persons who are Aboriginal persons or Torres Strait Islander persons includes:
- a) Affirming the unique value and cultural heritage of Aboriginal and Torres Strait Islander children and young persons, their families and communities, and meaningfully embedding respect for cultural safety in our governance, leadership, policies and daily practice (Standard 1).
 - b) Embedding the voices of Aboriginal and Torres Strait Islander children and young people in learning and wellbeing programs where appropriate (Standard 2).
 - c) Engaging with Aboriginal and Torres Strait Islander peoples, Elders and communities to shape relevant policies, programs, environments and decisions (Standard 3).
 - d) Creating environments where cultural diversity is celebrated, discrimination and racism are actively challenged, and everyone feels safe to express their cultural background (Standard 4).
 - e) Ensuring all staff and volunteers understand their responsibilities for supporting the cultural safety of Aboriginal and Torres Strait Islander children and young people (Standard 5).
 - f) Developing and maintaining culturally safe and accessible ways for children, families and staff to raise concerns, make complaints or provide feedback, and responding to these in a culturally appropriate manner (Standard 6).
 - g) Providing relevant opportunities for staff and volunteers to learn about Aboriginal and Torres Strait Islander cultures, histories and perspectives (Standard 7).
 - h) Ensuring physical and online environments foster a sense of cultural safety and belonging for Aboriginal and Torres Strait Islander children (Standard 8).
 - i) Committing to continuous growth and reflection, recognising that cultural safety is an ongoing journey requiring humility, openness and a willingness to learn and change (Standard 9).
 - j) Continuously improving the ways policies and procedures have regard to cultural safety (Standard 10).
- 7.4 Through these actions, Ormiston College strives to ensure that every child and young person, including those from Aboriginal and Torres Strait Islander backgrounds, feels safe, respected and able to flourish in their cultural identity as part of the College community.

8. IMPLEMENTING STANDARD 1: LEADERSHIP AND CULTURE

Child safety and wellbeing is embedded in Ormiston College's organisational leadership, governance and culture.³

Ormiston College's approach to implementing Child Safe Standard 1 includes:

- 8.1 Taking all reasonable steps to promote the safety and wellbeing of children and young people enrolled at Ormiston College and protect them from foreseeable harm.
- 8.2 Making our Statement of Commitment to Child Safety and Wellbeing is public and visible in the school.
- 8.3 Ensuring the College's leaders, staff and volunteers' model and reinforce attitudes and behaviours that value and protect children and young people.
- 8.4 Embedding child safety and wellbeing into governance structures, so that responsibilities and accountabilities are clear from the Board at all levels.

³ Child Safe Organisations Act 2024 (Qld), s9(a)

- 8.5 Maintaining a Safeguarding Code of Conduct that sets out the standards of behaviour expected of all staff and volunteers when working with children and young people, and making this Code accessible to children, families and the community.
- 8.6 Integrating risk management for child safety and wellbeing into the broader enterprise risk management framework, with a focus on preventing, identifying, responding to and mitigating risks of harm.
- 8.7 Providing regular training and support for leaders, staff and volunteers to understand and fulfil their responsibilities for child safety and wellbeing.
- 8.8 Promoting open communication, reflection and continuous improvement so that everyone in our community knows their rights, feels safe to speak up and is confident that concerns will be addressed.

9. IMPLEMENTING STANDARD 2: VOICE OF CHILDREN

Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.⁴

Ormiston College's approach to implementing Child Safe Standard 2 includes:

- 9.1 Providing children and young people with age-appropriate, accessible and relevant information about their rights, including their right to safety, participation and to be heard.
- 9.2 Developing and maintaining safe and welcoming ways for children and young people to share their views, provide feedback and participate in decisions that affect them (e.g. surveys, forums or student leadership opportunities).
- 9.3 Encouraging positive peer relationships and recognising the importance of friendships and support networks in helping children and young people feel safe and included.
- 9.4 Offering access to personal safety and abuse prevention education where appropriate, tailored to the needs and developmental stages of children and young people.
- 9.5 Training staff and volunteers to recognise signs of harm and actively listen to children and young people.
- 9.6 Involving children and young people in the development and review of policies, programs and practices whenever suitable, so their perspectives influence relevant decisions and improvements.
- 9.7 Reviewing and improving participation strategies to ensure all children and young people, including those from diverse backgrounds or with additional needs, have meaningful opportunities to be informed, participate and be taken seriously.

10. IMPLEMENTING STANDARD 3: FAMILY AND COMMUNITY

Families and communities are informed and involved in promoting child safety and wellbeing.⁵

Implementation of Child Safe Standard 3 includes:

- 10.1 Providing families and communities with clear, accessible and culturally relevant information about our child safety and wellbeing policies and practices.
- 10.2 Creating opportunities for families and communities to participate in the development, review and implementation of policies, programs and initiatives that affect children and young people whenever suitable.
- 10.3 Ensuring communication strategies reflect and are inclusive of the cultural diversity of our communities.

⁴ *Child Safe Organisations Act 2024 (Qld)*, s9(b)

⁵ *Child Safe Organisations Act 2024 (Qld)*, s9(c)

11. IMPLEMENTING STANDARD 4: EQUITY AND DIVERSITY

Equity is upheld and diverse needs respected in policy and practice.⁶

Ormiston College's approach to implementing Child Safe Standard 4 includes:

- 11.1 Recognising and responding to the diverse needs, backgrounds and identities of all children and young people. Children have access to support and complaints processes that are age appropriate and is culturally safe.
- 11.2 Embedding consideration of equity and inclusion in policies and practices where relevant.
- 11.3 Providing staff and volunteers with training in inclusive practices and trauma-informed support where relevant.
- 11.4 Developing accessible resources and communication in multiple formats and languages where relevant.

12. IMPLEMENTING STANDARD 5: PEOPLE

People working with children are suitable and supported to reflect child safety and wellbeing values in practice.⁷

Ormiston College's approach to implementing Child Safe Standard 5 includes:

- 12.1 Implementing rigorous recruitment, screening, monitoring and induction processes to ensure all staff and volunteers are suitable to work with children and young people.
- 12.2 Ensure relevant staff and volunteers have current Working with Children Checks and background checks, and this is continuously monitored.
- 12.3 Ensuring all staff and volunteers understand their responsibilities for child safety and wellbeing.
- 12.4 Providing ongoing supervision, support and professional development focused on child safety and wellbeing which include cultural safety and trauma-informed care training.
- 12.5 Establishing clear processes for reporting and responding to concerns about staff or volunteer suitability or conduct.

13. IMPLEMENTING STANDARD 6: COMPLAINTS MANAGEMENT

Processes to respond to complaints and concerns are child-focused.⁸

Ormiston College's approach to implementing Child Safe Standard 6 includes:

- 13.1 Designing and maintaining accessible, child-focused complaints policies and processes that are easy to understand and use.
- 13.2 Ensuring all complaints and concerns are taken seriously and responded to promptly and fairly with consideration for cultural safety. (eg where appropriate involve First Nation elders)
- 13.3 Providing clear pathways for reporting, escalating and resolving concerns, with feedback loops to inform complainants of outcomes.
- 13.4 Policies and procedures are in place that address reporting of complaints and concerns to relevant authorities, whether or not the law requires reporting, and cooperates with authorities who have a responsibility to investigate.
- 13.5 Training staff and volunteers to handle complaints sensitively and appropriately, prioritising the safety and wellbeing of children and young people and, to ensure investigations into complaints do not retraumatise children.
- 13.6 Regularly reviewing complaints data to identify trends and drive continuous improvement.

⁶ *Child Safe Organisations Act 2024 (Qld)*, s9(d)

⁷ *Child Safe Organisations Act 2024 (Qld)*, s9(e)

⁸ *Child Safe Organisations Act 2024 (Qld)*, s9(f)

14. IMPLEMENTING STANDARD 7: KNOWLEDGE AND SKILLS

Staff and volunteers of Ormiston College are equipped with the knowledge, skills and awareness to keep children safe through ongoing education and training.⁹

Ormiston College's approach to implementing Child Safe Standard 7 includes:

- 14.1 Providing comprehensive induction and ongoing training for all staff and volunteers on child safety and wellbeing.
- 14.2 Ensuring training is tailored to specific roles and responsibilities and includes recognising and responding to indicators of harm (including grooming).
- 14.3 Offering refresher courses and updates on best practice, legal obligations and emerging risks.
- 14.4 Encouraging a culture of continuous learning, reflection and improvement including an understanding of culturally safe environments for children.
- 14.5 The staff professional learning zone provides access to educational opportunities for truth telling about Australia's history

15. IMPLEMENTING STANDARD 8: PHYSICAL AND ONLINE ENVIRONMENTS

Physical and online environments promote safety and wellbeing and minimise the opportunity for children to be harmed.¹⁰

Ormiston College's approach to implementing Child Safe Standard 8 includes:

- 15.1 Designing and maintaining physical and online environments that prioritise the physical, social, spiritual, emotional and cultural safety and wellbeing of all children and young people.
- 15.2 Conducting regular risk assessments and audits of physical and online spaces to identify and address potential hazards.
- 15.3 Implementing clear policies and guidelines for safe use of technology and online platforms.
- 15.4 Providing staff, volunteers, children and families with information and training on online safety and digital wellbeing.
- 15.5 Engaging children, families and communities in feedback about the safety of our environments and acting on concerns raised.
- 15.6 Ensure that our procurement processes for contracted services and 3rd parties ensure the safety of children.

16. Implementing Standard 9: Continuous Improvement

Implementation of the Child Safe Standards is regularly reviewed and improved.¹¹

Ormiston College's approach to implementing Child Safe Standard 9 includes:

- 16.1 Implementing a systematic approach to reviewing, evaluating and improving child safety and wellbeing policies, procedures and practices.
- 16.2 Analysing complaints and incidents, using diverse evaluation methods, to identify causes and inform systemic improvements through appropriate mechanisms to measure progress.
- 16.3 Engaging children, families, staff and communities in review processes, use their feedback to drive change and report on findings of reviews.
- 16.4 Implementation and accountability policies embed shared responsibility and accountability.

⁹ *Child Safe Organisations Act 2024 (Qld)*, s9(g)

¹⁰ *Child Safe Organisations Act 2024 (Qld)*, s9(h)

¹¹ *Child Safe Organisations Act 2024 (Qld)*, s9(i)

17. Implementing Standard 10: Policies and Procedures

Policies and procedures document how Ormiston College is safe for children.¹²

Ormiston College's approach to implementing Child Safe Standard 10 includes:

- 17.1 Maintaining accessible and up-to-date policies and procedures that address all Child Safe Standards and the Universal Principle.
- 17.2 Continuously improving the ways policies and procedures contained in Ormiston College's Safeguarding Framework are available in formats that are easy to understand for all relevant members of the Ormiston College community.
- 17.3 Engaging children, families and staff in the development and review of policies and procedures whenever relevant.
- 17.4 Providing meaningful education and communication to ensure all staff, volunteers, children and families understand and can access our policies and procedures.
- 17.5 Leaders champion and model compliance with policies and procedures
- 17.5 Monitoring the consistent application of policies and procedures and updating them in response to feedback, reviews and changes in legislation.

18. SAFEGUARDING RISK MANAGEMENT

- 18.1 Ormiston College recognises a range of potential risks to the safety and wellbeing of children in the context of its educational and care environments. These risks include the capacity to respond to diverse and complex needs, the possibility of harm arising from inadequate monitoring or support, gaps in staff awareness or compliance, and the challenge of ensuring children's voices inform its policies and practices.
- 18.2 Safeguarding risk management is embedded within the College's broader enterprise risk management framework. This integrated approach prescribes obligations, responsibilities and processes for identifying, assessing and managing risks at all levels of the entity. Specific policies and procedures support the management of safeguarding risks, and all facilities delivering services under the auspices of Ormiston College are required to implement the enterprise risk management framework.
- 18.3 Ormiston College is committed to continuous improvement in the implementation of the Child Safe Standards and Universal Principle. Therefore, risk management policies and procedures are regularly reviewed and updated to ensure their ongoing effectiveness.

19. POLICY DISTRIBUTION

- 19.1 This policy will be distributed according to the schedule below.
- 19.2 For parents, carers and students:
 - a) Accessible via public link on the College's website.
 - b) Accessible via link in parent and student portals and relevant handbooks.
 - c) Available in print through main reception areas on request.
- 19.3 For staff, volunteers, and contractors
 - a) Accessible via staff portals and relevant staff handbooks.
 - b) Presented during the first professional development week of each school year.
 - c) Included in induction programs for all new staff, volunteers and contractors.
 - d) Reinforced through regular training and compliance updates.
- 19.4 Specific to the Commitment to Child Safety and Wellbeing (*from section 4.3 & 4.4*):
 - a) Prominently displayed in key locations across the school, for example main reception areas, staff rooms and student common areas.
 - b) Published on the school website.

¹² Child Safe Organisations Act 2024 (Qld), s9(j)

- c) Displayed in handbooks and induction materials where appropriate.
- d) Whenever relevant, highlighted through assemblies, newsletters or other community communications.
- e) Displayed on parent, student and staff portals where relevant.

20. REVIEW

- 20.1 This policy is to be reviewed annually

21. DEFINITIONS

- 21.1 **Children and young people** – All persons enrolled in Ormiston College or participating in its programs who are under 18 years of age, as well as those who are 18 years of age and still enrolled as students. The College's child safety and wellbeing measures apply to all students, regardless of age, while they remain in the care of Ormiston College.
- 21.2 **Worker, Staff, Volunteer, Contractor**, - A worker of a child safe entity or reporting entity who is an individual who performs work of any kind for the entity as prescribed in [s8 of the Child Safe Organisations Act 2024](#), *(these terms are used interchangeably throughout this policy)*
- 21.2 **Child Safe Standards** – The ten standards applying to a child safe entity as prescribed in s9 of the *Child Safe Organisations Act 2024*.
- 21.3 **Harm** – Harm, to a child, is 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, 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.¹³
- 21.4 **Universal Principle** – In implementing and complying with the Child Safe Standards, the Universal Principle is the obligation for a child safe entity to provide an environment that promotes and upholds the right to cultural safety of children who are Aboriginal persons or Torres Strait Islander persons.

¹³ *Child Protection Act 1999*, section 9

22. CONTEXT AND REFERENCES

22.1 Legislation requirements

Child Safe Organisations Act 2024

Child Protection Act (1999) (Qld)

Education and Care Services National Regulations

Education (General Provisions Act) 2006 (Qld)

Education (Accreditation of Non-State Schools) Regulation 2017 (Qld)

Education (Queensland College of Teachers) Act 2005 (Qld)

Working with Children (Risk Management and Screening) Act 2000 (Qld)

The Criminal Code Act 1899 (Qld)

22.2 Compliance and standards

- a) Guidelines for implementing the Child Safe Standards in Queensland (QFCC)

23. ORMISTON COLLEGE REFERENCED DOCUMENTS

Reporting Concerns of Harm and Abuse Policy

Statement of Commitment to Child Safety and Wellbeing

Blue Card (Working with Children) Policy

Staff Code of Conduct Policy

Acceptable Use of ICT Policy

Complaints Handling Policy

24. REVIEW AND VERSION CONTROL REGISTER

Version	Policy Document Approver	Approval Date	Change history / Superseded Documents	Next Review Date
v010426	Ormiston College Governing Body	15 April 2026	New Policy	March 2027