DARLING DOWNS SCHOOL SPORT
CHILD PROTECTION RISK MANAGEMENT POLICY

POLICY

The Risk Management Strategy is to promote the well-being of children and young people in contact and involvement with regulated school sport activities under the control of Education Queensland and Darling Downs School Sport Board.

PROCEDURES

1. SCREENING OF EMPLOYEES/BILLET FAMILIES

0.1 Screening – Team Officials
- Teachers
  - Current Registered Teachers with the Queensland College of Teachers appointed as officials.
  - Teachers have completed Education Queensland Student Protection Training.
- Community Members
  - Current Blue Card Holder are appointed as officials
  - Register kept and reviewed annually.

0.2 Screening – Community volunteers assisting at Regional Trials/State Championships
- Community Members
  - Current Blue card holder
  - Register kept

- If NON Blue Card Holder -
  - Register kept to ensure that the person does not volunteer more than twice in one year.
  - Parent of a child involved at the regional trial
  - Under the age of 18 years.

0.3 Screening Billet Families
- Billeting co-ordinated by Principal/or appointed Teacher
  - Written notification received from school of billet co-ordinator each year (see Appendix 1)

- School Billet Co-ordinator co-ordinates billet families. Families to sign letter indicating they are holders of current blue card or declaration about suitability (see Appendix 2)

- School maintains register of parents billeting to ensure they meet the requirements of –
  - not billeting for more than ten (10) days.
  - more than twice in one (1) year
  - holder of current blue card.

2. COMMUNICATION TO:

0.1 Schools
0.2 **Team Officials**
- Attend an annual team official inservice February each year
- Child Protection Policy Risk Management Strategy part of inservice
- Copy of policy provided to team officials in official handbook

3. **TEAM OFFICIALS REQUIREMENTS**

   01. Attend Team Official Workshops February each year.

   02. Risk Assessment Checklist for all regional trials by Regional Convenor.
       Copy filed with Darling Downs School Sports Office – (Appendix 3).

   03. Risk Assessment Checklist kept on register for all regional teams attending state championships by Team Manager. Copy filed and kept on register with Darling Downs School Sports Office. (Appendix 4)

   04. Reporting Framework and reporting form for any disclosure of information provided by student to all Team Managers as part of handbook. (Appendix 5)

4. **SUPPORTING POLICIES**

   - Darling Downs School Sport Board Behaviour Management Policy
   - Darling Downs School Sport Billeting Policy

5. **REGISTERS - MAINTAINED BY DARLING DOWNS SCHOOL SPORTS OFFICE**

   - Current Blue Card Holders
   - Non Blue Card Holder Volunteers
   - Billet Families for State/National Championships