



**COOLUM BEACH  
CHRISTIAN COLLEGE**

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# Child Protection Policy

<b>Purpose:</b>	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 College's staff and students to comply with accreditation requirements.	
<b>Scope:</b>	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 at Coolum Beach Christian College and covers information about the reporting of harm and abuse.	
<b>Status:</b>	Approved	<b>Supersedes:</b> April 2026
<b>Authorised by:</b>	School Governing Body	<b>Date of Authorisation:</b> May 2026
<b>References:</b>	<ul style="list-style-type: none"><li>• <a href="#">Child Protection Act 1999 (Qld)</a></li><li>• <a href="#">Child Safe Organisations Act 2024</a></li><li>• <a href="#">Child Protection Regulation 2023</a></li><li>• <a href="#">Education (General Provisions) Act 2006 (Qld)</a></li><li>• <a href="#">Education (General Provisions) Regulation 2017 (Qld)</a></li><li>• <a href="#">Education (Accreditation of Non-State Schools) Act 2017 (Qld)</a></li><li>• <a href="#">Education (Accreditation of Non-State Schools) Regulation 2017 (Qld)</a></li><li>• <a href="#">Working with Children (Risk Management and Screening) Act 2000 (Qld)</a></li><li>• <a href="#">Working with Children (Risk Management and Screening) Regulations 2020 (Qld)</a></li><li>• <a href="#">Criminal Code Act 1899 (sections 229BB and 229BC)</a></li><li>• Coolum Beach Christian College Complaints Handling Policy</li><li>• Coolum Beach Christian College Complaints Handling Procedure</li><li>• Coolum Beach Christian College Child Risk Management Strategy</li><li>• Coolum Beach Christian College Work Health and Safety Policy</li><li>• Coolum Beach Christian College Child Protection Reporting Form</li></ul>	
<b>Review Date:</b>	Annually	<b>Next Review Date:</b> November 2026
<b>Policy Owner:</b>	School Governing Body	

## Definitions

- **Section 9 of the *Child Protection Act 1999*<sup>1</sup> - “Harm”**, to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing.<sup>1</sup>
  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.
  
- **Section 10 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.
  
- **Section 364 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.

## Health and Safety

The school 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). -

## Responding to Reports of Harm

When the school receives any information alleging 'harm'<sup>1</sup> to a student (other than harm arising from physical or sexual abuse) it will deal with the situation compassionately and fairly to minimise any likely harm to the extent it reasonably can. This is set out in the College's Child Risk Management Strategy. Information relating to physical or sexual abuse is handled under obligations to report set out in this policy.<sup>2</sup>

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<sup>1</sup> *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)*

<sup>2</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(1)*

## Conduct of Staff and Students

All staff, contractors and volunteers must 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.<sup>3</sup>

### Reporting Inappropriate Behaviour

If a student considers the behaviour of a staff member to be inappropriate, the student should report the behaviour to any staff member or the list below.<sup>4</sup>

- Mr. Harley Barton - Child Protection Officer
- Mr. Braydon Otten - Head of Welfare and Wellbeing (Secondary)
- The Principal will receive report

### Dealing with Report of Inappropriate Behaviour

A staff member who receives a report of inappropriate behaviour must report it to the principal. Where the Principal is the subject of the report of inappropriate behaviour, the staff member must inform a member of the College's governing body. Reports will be dealt with under the College's Complaints Handling Policy.<sup>5</sup>

### Reporting Sexual Abuse

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 College.
- b) a kindergarten child registered in a kindergarten learning program at the College;
- 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.

A staff member must give a written report about the abuse or suspected abuse to the Principal or to a Board Director of the College's governing body, immediately.

<sup>3</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(1)*

<sup>4</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2) and s.16(3)*

<sup>5</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(5)*

The College's Principal or the Board Director must immediately give a copy of the report to a police officer.

If the first person who becomes aware or reasonably suspects sexual abuse is the College's principal, the principal must immediately 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 Board Director of the College's governing body, immediately.<sup>6</sup>

A report under this section must include the following particulars:<sup>7</sup>

- a) the basis on which the person has formed the reportable suspicion.
- 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.<sup>8</sup>

<sup>6</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)*

<sup>7</sup> *Education (General Provisions) Regulation 2017 (Qld) s.68.*

<sup>8</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)*

## **Reporting Likely Sexual Abuse**

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 principal or to a Board Director of the College's governing body immediately.

The College's principal or the Board Director must immediately give a copy of the report to a police officer.

If the first person who becomes aware or reasonably suspects sexual abuse is the College's principal, the principal must immediately 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 Board Director of the College's governing body, immediately.<sup>6</sup>

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<sup>9</sup>.

<sup>6</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(2)(c)*

<sup>9</sup> *Education (General Provisions) Regulation 2017 (Qld) s.69*

## **Reporting Physical and Sexual Abuse** <sup>10</sup>

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

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.

The doctor, nurse, teacher or early 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 other department administering the *Child Protection Act 1999*). The doctor, nurse, teacher or early education and care professional should give a copy of the report to the principal.

A report under this section must include the following particulars: - <sup>11</sup>

- a) the child's name and sex descriptor.
- b) the child's age.
- 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.
- g) The basis on which the person has formed the reportable suspicion.

Note, business hours (from 9am to 5pm Monday to Friday) phone number for Department of Families, Seniors, Disability Services and Child Safety Intake Service is **1300 703 762**. Outside of these hours, you can contact the Department of Families, Seniors, Disability Services and Child Safety email: [carisintake@cs.cyjma.qld.gov.au](mailto:carisintake@cs.cyjma.qld.gov.au). Maroochydore Child Safety Service Centre on phone (07) 5376 9500 (Sunshine Coast only).

<sup>10</sup> Section 13E (3) of the *Child Protection Act 1999*

<sup>11</sup> *Child Protection Regulation 2023 (Qld) s.4*

## **Responsibilities under Criminal Code Act 1899 (Qld)**

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.

### **Failure to Report**

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 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.

### **Failure to Protect**

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. Failure to protect is an offence.

### **Awareness**

The school will inform staff, students and parents of its processes relating to health, safety and conduct of staff and students in communications to them and it will publish these processes on its website.<sup>12</sup>

<sup>12</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(a)*

## **Accessibility of Processes**

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<sup>13</sup>.

## **Training**

The school 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<sup>14</sup>.

## **Implementing the Processes**

The school will ensure it implements processes relating to the health, safety and conduct of staff and students by auditing compliance with the processes annually<sup>15</sup>.

## **Complaints Procedure**

Suggestions of non-compliance with the College's processes may be submitted as complaints under Complaints Handling Policy.<sup>16</sup>

Note: Reporting under this policy fulfills the obligations for reporting a child sexual offence that is being or has been committed against a child by an adult under the *Criminal Code Act 1899* s.229BC<sup>17</sup>.

<sup>13</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(b)*

<sup>14</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(c)*

<sup>15</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(d)*

<sup>16</sup> *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(5) and s.16(6)*

<sup>17</sup> *Criminal Code Act 1899 (Qld) s.229BC(4)(b)*

## Annexure A

### Section 229BC

(1) This section applies to an adult if—

- (a) the adult **gains information** that causes the adult to believe on **reasonable grounds**, or ought reasonably to cause the adult to believe, that a child sexual offence **is being or has been** committed against a child by another adult; and
- (b) at the relevant time, the child is or was—
  - (i) under **16 years**; or
  - (ii) a person with an impairment of the mind.

(2) If, **without reasonable excuse**, the adult fails to disclose the information to a police officer as soon as reasonably practicable after the belief is, or ought reasonably to have been, formed, the adult commits a misdemeanour.

Maximum penalty—**3 years imprisonment**.

**(3) for subsection (1), it does not matter that the information was gained by the adult during, or in connection with, a *religious confession*.**

***Religious confession*** means a confession made by a person to a member of the clergy in the member's professional capacity according to the ritual of the member's church or religious denomination.

**(4) Without limiting what may be a reasonable excuse for subsection (2), an adult has a reasonable excuse if—**

- (a) the adult believes on reasonable grounds that the information has already been disclosed to a police officer; or*
- (b) the adult has already reported the information under any of the following provisions, or believes on reasonable grounds that another person has done or will do so—*

- (i) the [Child Protection Act 1999](#), chapter 2, part 1AA;*
- (ii) the [Education \(General Provisions\) Act 2006](#), chapter 12, part 10;*
- (iii) the [Youth Justice Act 1992](#), part 8 or 9; or*

*(c) the adult gains the information after the child becomes an adult (the **alleged victim**), and the adult reasonably believes the alleged victim does not want the information to be disclosed to a police officer; or*

*(d) both of the following apply—*

- (i) the adult reasonably believes disclosing the information to a police officer would endanger the safety of the adult or another person, other than the alleged offender, regardless of whether the belief arises because of the fact of the disclosure or the information disclosed;*
- (ii) failure to disclose the information to a police officer is a reasonable response in the circumstances.*

**(5) An adult who, in good faith, discloses information mentioned in subsection (1)(a) to a police officer is not liable civilly, criminally or under an administrative process for making the disclosure.**

**(6) In this section—**

***relevant time***, in relation to the child sexual offence mentioned in subsection (1)(a), means the time that the adult—

- (a) believes to be the time of commission of the offence; or*
- (b) ought reasonably to believe to be the time of commission of the offence.*

## Annexure B

### Section 229BB

#### Failure, of an adult in Queensland to protect a child from child sexual offence.

#### 229BB Failure to protect child from child sexual offence

(1) An accountable person commits a crime if—

(a) **the person knows there is a significant risk that another adult (the alleged offender) will commit a child sexual offence in relation to a child; and**

(b) **the alleged offender—**

(i) **is associated with an institution; or**

(ii) **is a regulated volunteer; and**

(c) **the child is under the care, supervision or control of an institution; and**

(d) **the child is either—**

(i) **under 16 years; or**

(ii) **a person with an impairment of the mind; and**

(e) **the person has the power or responsibility to reduce or remove the risk; and**

(f) **the person wilfully or negligently fails to reduce or remove the risk.**

Maximum penalty—**5 years imprisonment.**

(2) For subsection (1), it does not matter that the knowledge was gained by the accountable person during, or in connection with, a **religious confession.**

**Religious confession** means a confession made by a person to a member of the clergy in the member's professional capacity according to the ritual of the member's church or religious denomination.

(3) For this section, an adult is **associated** with an institution if the adult—

(a) **owns, or is involved in the management or control of the institution; or**

(b) **is employed or engaged by the institution; or**

(c) **works as a volunteer for the institution; or**

(d) **engages in an activity in relation to the institution for which a working with children authority under the [Working with Children \(Risk Management and Screening\) Act 2000](#) is required; or**

(e) **engages in the delivery of a service to a child who is under the care, supervision or control of the institution.**

(4) In this section—

**accountable person** means an adult who is associated with an institution, other than a regulated volunteer.

**institution** means an entity, other than an individual, that—

(a) **provides services to children; or**

(b) **operates a facility for, or engages in activities with, children under the entity's care, supervision or control.**

#### **Examples of institutions:**

*schools, government agencies, religious organisations, hospitals, child care centres, licensed residential facilities, sporting clubs, youth organisations*

#### **regulated volunteer** means

*an adult who is taken to be a volunteer employed or engaged in regulated employment at a person's home, residence or household under any of the following provisions of the [Working with Children \(Risk Management and Screening\) Act 2000](#), schedule 1*