


NQS-QA2 Child Protection Policy	
Policy Number:	12.31
Policy Category:	Childcare Centre
Authorised by:	Res-2026-05-133
Date approved:	21 May 2026
Review Date:	21 May 2028



**Longreach
Regional Council**

SCOPE

This policy, and its related documents, provides a framework to guide all actions for the Approved Provider, Nominated Supervisor, all team members, children, parents, volunteers, contractors, suppliers, and any visitors to the service.

Failure to adhere to this policy, or any of its related documents, may result in disciplinary action being taken up to and including termination of employment for personnel, refusal of service for clients, and/or the dissolving of contractual agreements with suppliers, contractors and/or individuals outside of our service.

INTRODUCTION

It is critical that the entire community is committed to the protection of children, and Early Learning Centres play a very important role in helping to achieve this.

At our service we ensure that our philosophy, conduct, culture, environment, educators and community are aware of, and aligned with, our commitment to ensuring children are safe and protected from harm.

This policy outlines the key components that comprise our commitment to child protection, including:

- Roles and responsibilities
- Training
- Reporting and documenting
- Risk management

POLICY STATEMENT

ROLES AND RESPONSIBILITIES

The Approved Provider (and/or their chosen delegate) will ensure:

- They understand their role, and responsibilities regarding all aspects of child protection,
- That nominated supervisors, and persons in day-to-day charge complete a child protection course as required by government protocol, under section 162A of the Education and Care Services National Law. Evidence of completion of 1 of the following courses will satisfy compliance with s162A:
 - CHCPRT025–Identify and report children and young people at risk

- CHCPRT001–Identify and respond to children and young people at risk
- CHCPRT026–Support the rights and safety of children and young people
- CHCPRT002–Support the rights and safety of children and young people
- CHCECE057–Use collaborative practices to uphold child protection principles
 - The approved courses are nationally recognised units of competency and must be delivered by a registered training organisation (RTO). Completion may be either stand-alone or as part of a qualification. In-house training for this requirement is not sufficient.
- All team members are supported to receive annual child protection training, which can be delivered in house, and any further training if such a need is identified,
- The Statement of Commitment to Child Protection, organisational philosophy, Code of Conduct and policy documentation reflect and align with our service’s commitment to keeping children safe and protected from harm.

The Nominated Supervisor will ensure:

- They, and their team, have read and understand all child protection policy documents,
- They, and any other persons in day-to-day charge of the service, have successfully completed the training required under section 162A of the Education and Care Services National Law
- They have successfully completed other child protection training, and this is renewed annually,
- Training is provided to all team members on an annual basis,
- A Statement of Commitment to Child Protection is developed, reviewed annually, and implemented, in consultation with all stakeholders,
- All team members, students, volunteers, and visitors (where required) have the appropriate Working with Children Check relevant to the State/Territory,
- They are clear about their, and their team’s, roles and responsibilities regarding all aspects of child protection,
- They understand, implement, and regularly review, their Child Protection Risk Management Strategy.

All team members will:

- Ensure they have completed, and annually renew, their child protection training,
- Understand their roles and responsibilities regarding all aspects of child protection,
- Support and implement the Statement of Commitment to Child Protection,
- Support and implement the Child Protection Risk Management Strategy,
- Hold a current Working with Children Check relevant to their State/Territory, and advise of any changes, limitations, or withdrawal of this Check to the Nominated Supervisor / Approved Provider immediately.
- Acknowledge that their role incorporates being a mandatory reporter.
- Read and acknowledge the statement in Employment Hero stating that they understand that they are a mandatory reporter, understand all child protection-related policies and procedures, and understand the reporting chain of command.

Where a team member doesn't have this understanding, they need to inform their Nominated Supervisor immediately to ensure training can be provided.

TRAINING

Our centre is committed to providing thorough, high-quality training on child protection for all team members. All team members engage in training on an annual basis; this helps to promote and embed our dedication to protecting children from harm and ensures team members' knowledge and understanding of their role and responsibilities always remain current. Training covers:

- Our policy, procedures, philosophy, Code of Conduct, Statement of Commitment to child protection, and child protection risk management strategy,
- Roles and responsibilities,
- Mandatory reporting requirements,
- Indications and signs of abuse and/or neglect,
- Reporting and documentation procedures.

REPORTING AND DOCUMENTING

- In line with our commitment, and legal obligations, to protect children from harm, we ensure that we fulfil all of our reporting and documentation responsibilities.
- A comprehensive *"Reporting and Documenting Child Protection Concerns Procedure"* has been developed to train, support and guide all team members.

RISK MANAGEMENT

- Risk management helps to ensure that all areas related to a topic have been considered, and wherever possible, resolved, and/or appropriate mitigation strategies implemented.
- We believe that a Child Protection Risk Management Strategy, that is reviewed regularly alongside all stakeholders, is a critical part of achieving our commitment to child protection, and our *"Template Child Protection Risk Management Strategy Tool"* assists us with doing this.
- It is important to note here that having a Child Protection Risk Management Strategy is also a key obligation as per Queensland's *"Working with Children Check – Blue Card System"*.

CHILD SAFE STANDARDS (VIC AND NSW)

- The Child Safe Standards (CSS) are compulsory minimum standards for all organisations that provide services to children in Victoria and New South Wales; they aim to ensure that organisations are well prepared to protect children from abuse and neglect.

RELATED POLICY DOCUMENTS

- QA 2 Child protection training procedure
- QA 2 Reporting and documenting child protection concerns procedure
- QA 2 Children's online safety procedure
- QA 2 Management of complaints alleging a child is exhibiting

- harmful sexual behaviours procedure
- QA 2 Developing a Statement of Commitment tool
- QA 2 Disclosure of harm report tool
- QA 2 Suspicion of harm report tool
- QA 2 Indicators of abuse and neglect tool
- QA 2 Template child protection risk management strategy tool
- Our Child protection risk management strategy
- Our Statement of commitment
- QA 4 Staff code of conduct procedure
- QA 4 Working with children check procedure
- QA 4 Recruitment and orientation of educators procedure
- QA 5 Interactions and relationships with children procedure
- QA 6 Family code of conduct procedure
- QA 2 Children’s Health and Safety Policy and all its related procedures
- QA 6 Collaborative partnerships with families and communities policy

DEFINITIONS AND ACRONYMS

[Blue Card System](#) - Blue Card Services administers the blue card system—Queensland’s Working with Children Check. The blue card system regulates activities that are essential to children’s lives. These include childcare, education, sport, cultural activities and foster care. We check and monitor people who work in these industries and help organisations to create safe environments for children.

NSW - State of New South Wales

VIC - State of Victoria

[Working with Children Check](#) - A system that is in place in each state and territory to help ensure organisations that work and engage with young people are safe and supportive environments for these young people.

Authorised by resolution as at 21 May 2026:



Brett Walsh
Chief Executive Officer

ACKNOWLEDGEMENTS AND REFERENCES

ACECQA. (N.D.). *Education and Care Services National Law Act (2010)*. Accessed 3 June 2025 from [National Law | ACECQA](#)

ACECQA. (N.D.). *Education and Care Services National Regulations (2018)*. Accessed 3 June 2025 from [National Law | ACECQA](#)

ACECQA. (2023). *The Guide to the National Quality Framework*. Accessed 3 June 2025 from [GUIDE TO THE NATIONAL QUALITY FRAMEWORK](#)

Australian Institute of Family Studies. (2022). *Australian Child Protection Legislation*. Accessed 3 June 2025 from [Australian child protection legislation](#)

Commission for Children and Young People. (N.D.). *The Victorian Child Safe Standards*. Accessed 3 June 2025 from [CCYP | Child Safe Standards](#)

Commission for Children and Young People. (N.D.). *Victorian Reportable Conduct Scheme Information Sheets*. Accessed 3 June 2025 from [CCYP | Resources and support for the Reportable Conduct Scheme](#)

Qld Department of Child Safety, Youth and Women. (2024). *Child protection guide*. Accessed 3 June 2025 from <https://secure.communities.qld.gov.au/cpguide/engine.aspx>

Family and Child Connect. (n.d.). *Family and child connect*. Accessed 3 June 2025 from [Family and Child Connect](#)

NSW Office of the Children's Guardian.(2025). *Child safe scheme*. Accessed 3 June 2025 from [Child Safe Scheme | Office of the Children's Guardian](#)

NSW Office of the Children's Guardian. (2025). *Reportable conduct scheme*. Accessed 3 June 2025 from [Reportable Conduct Scheme | Office of the Children's Guardian](#)

Queensland Government. (2025). *Child and Youth Risk Management Strategies*. Accessed 3 June 2025 from [Compliance and enforcement under the blue card system | Your rights, crime and the law | Queensland Government](#)

UNICEF. (N.D.). *United Nations Convention on the Rights of the Child*. Accessed 3 June 2025 from [Convention on the Rights of the Child | UNICEF](#)

LINKS TO STANDARDS AND REGULATIONS

Standard/ Elements	Concept Descriptor	Descriptor
-----------------------	--------------------	------------

QA2	Children's Health and Safety	
2.2.3	Child Protection	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.

Standard/ Elements	Concept Descriptor	Descriptor
QA2	Children's Health and Safety	
2.2.3	Child Protection	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.
		Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children) Section 162A Persons in day-to-day charge, nominated supervisors and family day care co-ordinators to have child protection training Regulation 84 Awareness of child protection law

This policy relates to the following legislation (and any related regulations not listed):

- Education and Care Services National Law Act 2010 (Cth)
- Education and Care Services National Regulations 2018 (Cth)
- Family Law Act 1975 (Cth)
- Australian Human Rights Commission Act 1986 (Cth)
- Children, Youth and Families Act 2005 (VIC)
- Child Protection Act 1999 (QLD)
- Care and Protection of Children Act 2007 (NT)

NB: This list is not exhaustive. For more information and support on the Education and Care Services National Law Act and Regulations find The Guide to the National Quality Framework here [GUIDE TO THE NATIONAL QUALITY FRAMEWORK](#)

DOCUMENT CONTROL

Version	Date Reviewed	Modifications	Next Policy Review Date	Role responsible for review
1.1	January 2023	Added "Related Policy Documents". Updated references. Added role responsible column	Q1, 2025	SPI team
1.2	March 2024	Reviewed, updated links and references. Detailed acknowledgement required in Employment Hero.	Q1, 2025	Policy Manager
1.3	June 2025	Provided update information re changes to training requirements under Section 162A of National Law, confirmed links.	Q3, 2026	Policy Manager