



# Student Protection Contacts

## RELEVANT REQUIREMENTS

The *Education (Accreditation of Non-State Schools) Regulation 2001 (s.10)* requires Non-State schools in Queensland to nominate at least two stated staff members to whom a student can report behaviour of another staff member that the student considers inappropriate.

In Brisbane Catholic Education schools, the Principal is to be nominated as one Student Protection Contact. It is the responsibility of the principal to ensure that there is **at least** one other staff member nominated as Student Protection Contact and that all Student Protection Contacts are aware of their role and responsibilities.

The names and identities of the Student Protection Contacts must be made known to staff, students and parents, and must be prominently displayed in areas frequented by staff and by students. Students must also be made aware of the process for the reporting of inappropriate behaviour by a staff member to a Student Protection Contact. The principal is responsible for ensuring that this information is made available in a variety of ways including through the display of posters provided by Brisbane Catholic Education Office.

## SELECTION OF STUDENT PROTECTION CONTACTS

Principals are advised to give serious consideration as to who is selected as a Student Protection Contact in the school. While there is a requirement to have at least two Student Protection Contacts it may be appropriate to nominate more than two in larger schools such as P – 12 Colleges, taking into account the age and diversity of students. In the general selection of a staff member for this role some other considerations should be:

### 1. The staff member's personal attitudes, experiences and beliefs

- someone who is non-judgemental and with the capacity to be objective when managing sensitive issues
- someone who is calm and resilient
- someone who demonstrates a high degree of integrity, discretion and respect for confidentiality

### 2. The staff member's role within the school

- someone whose role reflects professional standing, seniority and experience in working with complex student and family issues
- the person's preparedness to assume the responsibilities of the role in addition to their other duties
- someone whose role enables them to be readily available and accessible

### 3. The staff member's personal profile within the school for example

- approachable
- someone whom students trust
- someone whom staff trust
- someone willing and able to respond personally and sensitively

N.B. It is important to note that unfortunately many of the positive characteristics mentioned here are also evident in the 'grooming' behaviours used by child sex offenders towards children, families, colleagues and an organisation. The potential for this dynamic to exist necessitates caution when assessing an employee's profile within the school community and makes it important not to rely solely on this one aspect of suitability.

- 4. The staff member's willingness and capacity to work in a proactive partnership with the principal and any other Student Protection Contact at the school**
- 5. Gender balance issues**
- 6. A willingness and ability to make effective and objective student protection records and reports**
- 7. A willingness and ability to attend student protection professional learning opportunities when offered**

#### **RESPONSIBILITIES OF STUDENT PROTECTION CONTACTS**

- To fully understand and embrace their obligations in the role
- To receive a report of behaviour of a staff member towards a student that a student or considers is inappropriate and to inform the principal of the report (or the Area Supervisor if the allegation/complaint involves the principal).
- To receive a report of harm / likely harm to a student and to inform the principal of the report (or the Director - Employee Services if the allegation/complaint involves the principal).
- To report harm / likely harm to a student to a relevant Statutory Authority if appropriate.
- If informed by a staff member of suspected sexual abuse done to a student by another person, to immediately advise that staff member to make a mandatory report to the principal or the Director - Employee Services as required by law.
- If informed by anyone else of suspected sexual abuse done to a student by another person, to immediately make a mandatory report to the principal or the Director - Employee Services as required by law.
- To make appropriate Student Protection records.
- To assist the principal in the management of student protection incidents if requested.
- To assist the principal in the support of students and staff when appropriate.
- To seek advice and support from Brisbane Catholic Education Office Student Protection Officers as appropriate.



## School proforma Student Protection Contacts and School Authority details

A current completed copy of this proforma must be kept at the school and be freely available to staff, students and parents. A current completed copy must also be given to each Student Protection Contact.

<b>NAME OF SCHOOL/COLLEGE</b>	
<b>Concerns about inappropriate behaviour of staff members at this school may be reported to the Student Protection Contacts whose names appear below:</b> (There must be at least two staff members at the school who are appointed as Student Protection Contacts by the Principal. One must be the Principal.)	
Mr John Marinucci - Principal	(Name and position)
Ms Michelle Kelly - Head of Campus 7-12 & Mr David Macknish - Head of Campus P-6	(Name and position)
Mrs Megan Philpott - Pastoral 7-12 & Ms Aleisha Connellan - Pastoral P-6	(Name and position)
Mrs Tracey Ross - Pastoral Leader P-6	(Name and position)
Ms Lisa Gabai & Ms DebbieThurlow - Guidance Counsellors	(Name and position)
<b>THE STUDENT PROTECTION OFFICERS WITHIN THE BRISBANE CATHOLIC EDUCATION OFFICE MAY BE CONTACTED ON 3033 7409.</b>	
The Catholic School authority for this school is known as: <b>Catholic Education, Archdiocese of Brisbane</b>	
For which the Governing Body is: <b>The Corporation of the Trustees of the Roman Catholic Archdiocese of Brisbane</b>	
The sole Director of the School's Governing Body is: <b>The Catholic Archbishop of Brisbane</b>	