



Whitsunday

Anglican School

2020 International Student Boarding Policies



CRICOS Provider Number: 00993J

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This document was last updated in 2020 by Kate Robinson, Registrar.

Legislation

The Commission for Children and Young People Amendment Regulation (No.1) 2006 Section 99G prescribes schools working with children and young people are required to have a Risk Management Strategy in place to address the following specific criterion:

- a) a statement about commitment to the safety and wellbeing of children and the protection of children from harm
- b) a Code of Conduct for interacting with children and young people
- c) procedures for recruiting, selecting, training and managing people engaged or proposed to be engaged by the operator, as the procedures relate to the safety and wellbeing of children and the protection of children from harm
- d) policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines
- e) a plan for managing breaches of the Risk Management Strategy
- f) policies and procedures for compliance with part 6 of the Act, including:
 - i. Implementing and reviewing the Risk Management Strategy, and
 - ii. Keeping a written record, in relation to matters under part 6, about each person engaged by the operator, for example:
 - Whether or not the operator considers the operator must apply for a prescribed notice about the person, and
 - Whether or not an application for a prescribed notice has been made by the operator about the person, and
 - If a positive notice has been issued for the person – the date of expiry of the notice
- g) Risk management plans for high risk activities and special events
- h) Strategies for communication and support, including:
 - i. Written information for parents and persons engaged by the operator that includes details of the operator's Risk Management Strategy or where the strategy can be accessed, and
 - ii. Training materials for people engaged by the operator to:
 - Help identify risks of harm and how to handle disclosures or suspicions of harm, and
 - Outline the operator's Risk Management Strategy.

Risk Management Child Protection Policy for *Whitsunday Anglican School*

Name of School	Whitsunday Anglican School
Title of Policy	Risk Management Policy: Child Protection
Mission Statement	It is the goal of Whitsunday Anglican School to create safe environments for students and an environment in which they can successfully pursue their academic careers and personal development.
Statement of Commitment	<ul style="list-style-type: none">* Whitsunday Anglican School strives to create a safe and friendly environment for students.* Whitsunday Anglican School believes all Boarding students have the right to feel safe, be listened to, be involved in decisions that affect them, have their cultural values respected, not be unjustly discriminated against on the basis of their status, activities, expressed opinions or beliefs of their parents or carers, and have their best interests considered.* Students under the care of Whitsunday Anglican School should be provided with the knowledge and information they require to feel empowered to take action in the event of abuse or neglect.* Whitsunday Anglican School acknowledges that Boarding students are unique and valued individuals and deserve to be treated with care and respect.* Whitsunday Anglican School recognises that respect for students is the foundation upon which all policies and procedures are developed. We are committed to promoting their wellbeing and to protecting the security, safety and wellbeing of students under our protection.
Aims, objectives and strategies	<p>The purpose of this Risk Management Policy for Child Protection is to:</p> <ul style="list-style-type: none">* promote the wellbeing of Boarding students and to protect them from harm;* assist Whitsunday Anglican School to deliver a quality service to the young people in its care;* reduce the risk of harm to students through written policies and procedures, including information and training, for all staff and volunteers involved with Whitsunday Anglican School

Whitsunday Anglican School Limited

CRICOS Provider No 00993J

Dated: 2020

<p>References</p>	<p>Some references that may be applicable are:</p> <ul style="list-style-type: none"> * <u>Commission for Children and Young People and Child Guardian Act 2000</u> * <u>Commission for Children and Young People Amendment Regulation (No.1) 2006</u> * <u>Child Protection Act 1999</u> * <u>Education (Overseas Students) Act 2018</u> * <u>Education (Overseas Students) Regulation 2018</u> * <u>Education (General Provisions) Act 2006</u> * <u>Migration Act 1958</u> * <u>National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students</u>
<p>Definitions</p>	<p>Guardian of a child means a person who is recognised in law as having all the duties, powers, responsibilities and authority relating to the child that, by law, parents have relating to their children.</p> <p>Boarding Provider is the school or person arranging the student’s accommodation.</p> <p>Boarding Student is the child or young person staying in the boarding facilities.</p>
<p>Who must comply with this policy?</p>	<p>This Policy applies to:</p> <ul style="list-style-type: none"> * Staff of the School * Students * Boarding House staff
<p>Scope</p>	<p>This Policy relates to:</p> <ul style="list-style-type: none"> * Statement of Commitment to the safety and wellbeing of children and the protection of children from harm * Code of Conduct for interacting with children and young people in the boarding industry * Procedures for recruiting, selecting, training and managing * Policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines * Plan for managing breaches of the Risk Management Strategy * Policies and procedures for compliance with Part 6 of the Act Risk management plans for high risk activities and special events

	<ul style="list-style-type: none"> * Strategies for communication and support
Implementation	<p>This Policy will become effective as at 30th July 2010 and be available for viewing by stakeholders via:</p> <ul style="list-style-type: none"> * Policy available online * Induction and ongoing training for Boarding Provider Coordination Staff * Boarding Parent Handbook/Information Sheet * Student Handbook/Information Sheet
Monitoring of Compliance with the Policy	<p>Adherence to this Policy will be monitored by Boarding Providers via:</p> <ul style="list-style-type: none"> * Regular visits * Annual self-assessment by Boarding Providers * Exit statements by Students * Complaints Register (ensure incident reports for students and hosts are linked if they relate to the same incident) * Surveys * Ongoing counselling and communication with students * Weekly telephone calls to students * Regular email contact with students * Weekly telephone calls * Regular email contact * Regular meetings with the Head of Boarding <p>Reports regarding compliance/non-compliance with this Policy will be provided to the Principal and School Board at every occurrence and at least every 12 months.</p>
Breaches	<p>Breaches of this Policy will be managed via:</p> <ul style="list-style-type: none"> * Complaint procedure (including the complaints resolution processes): <ul style="list-style-type: none"> o Informal o Formal * Breaches will be determined by the Manager in the first instance; * Suspected breaches will be dealt with by investigation and reporting to relevant authorities where necessary (refer to the School's Child Protection Policy, and, in particular, the section on Reporting Harm or Abuse);

	<p>* Penalties for breaches will be enforced in accordance with the Code of Conduct;</p> <p>Penalties might include:</p> <p>* Penalties might be more capacity building than punitive and may involve further training, conditions and controls to prevent harm</p> <p>Appeals process will be as specified within the Complaints and Appeals Policy.</p>
Evaluation and Review	This Policy will be evaluated and reviewed annually by the School's Registrar in consultation with Boarding providers. A copy of any changes will be provided to the Principal and School Board for endorsement.

Accommodation and Welfare Policy

Whitsunday Anglican School approves the following accommodation options for overseas students:

- The student will live with a parent or immediate family member as permitted by the [Department of Home Affairs \(Immigration\)](#). In this case the School does not provide a welfare letter (CAAW) via PRISMS. The student's family provides proof of relationship to the Department of Home Affairs (Immigration) for the purposes of visa application.
- The student will live in school approved accommodation and the School will generate the welfare letter (CAAW) via PRISMS to accompany the student's Confirmation of Enrolment (CoE).
- School approved accommodation options for full fee paying 500 visa subclass students under 18 years of age include:
 - The School Boarding House
 - Private accommodation arrangements approved by the School which meet all requirements under relevant State and Commonwealth legislation.
- For School vacation periods, full fee paying 500 visa subclass students under 18 years of age:
 - Will return home to their parents
 - Student may spend vacation with friend's family or relatives if all requirements are met in order to attain school approval
 - Student may attend a supervised excursion, camp, etc., if all requirements are met in order to attain school approval.

- If the School has taken responsibility for approving arrangements for student care and welfare, should the School not approve requests for changes to agreed arrangements, and the student refuses to maintain the approved and agreed arrangements, the School will advise the student this will be reported to the Department of Home Affairs (Immigration) and the student will need to contact the Department to ensure visa implications are understood (see the Department contact details at <https://immi.homeaffairs.gov.au/help-support/contact-us>). This includes any requests by students under 18 years of age to attend “Schoolies Week” on completion of Year 12.
- All students are required to notify the School of a change of address or contact details while enrolled in the course, and students who live in school approved accommodation must not change agreed arrangements without prior approval of the School.

Contacts

Further details and information concerning this document are available from:

School Registrar

Phone: +61 7 4969 2000

Email: registrar@was.qld.edu.au