

Queensland Girls Primary Independent Schools Sports Andrews Cup Sporting Association
Child Protection & Child Safe Policy

Date Created	January 2026
Date Agreed	
Next Review Date	

1. Purpose

The Queensland Girls Primary Independent Schools Sports Andrews Cup Sporting Association ("the Association") is committed to providing a safe, inclusive and supportive environment where all children and young people are protected from harm.

This Policy:

- Affirms the Association’s commitment to child safety and wellbeing
- Aligns with the National Principles for Child Safe Organisations
- Meets obligations under Queensland and Australian child protection legislation
- Sets out clear expectations, responsibilities and procedures for preventing, identifying and responding to child harm

The best interests of children and young people are paramount in all Association decisions and actions.

2. Scope

This Policy applies to:

- All Heads of School and Sports People associated with the Association
- Employees, contractors, coaches, officials and volunteers (collectively referred to as Adults)
- Parents, carers and guardians
- All children and young people participating in Andrews Cup activities

It applies across all Association activities, including competitions, any other Association-sanctioned events.

3. Legislative and Regulatory Framework

This Policy is informed by, and must be read in conjunction with, the following key frameworks:

National

- [National Principles for Child Safe Organisations \(Australian Government\)](#)
- Australian Human Rights Commission Act 1986 (Cth)
- [Privacy Act 1988 \(Cth\)](#)

Queensland

- [Child Protection Act 1999 \(Qld\)](#)
- [Working with Children \(Risk Management and Screening\) Act 2000 \(Qld\)](#)
- [Working with Children \(Risk Management and Screening\) Regulation 2020 \(Qld\)](#)
- Criminal Code Act 1899 (Qld)

Guidance is also drawn from:

- Queensland Government – Child Safety practice resources
- [eSafety Commissioner guidance for sporting organisations](#)
- [Play by the Rules \(Sport Integrity Australia\)](#)

4. Definitions

Child / Young person

A person under 18 years of age.

Child harm

Any detrimental effect of a significant nature on a child's physical, psychological or emotional wellbeing, including:

- Physical abuse
- Sexual abuse
- Emotional or psychological abuse
- Neglect
- Grooming (including online grooming)
- Exposure to family or domestic violence

Mandatory reporting

The legal requirement for certain persons to report reasonable suspicions of child harm to Queensland Police or Child Safety Services.

Child Safety Officer (CSO)

The person appointed by the Association to receive and manage child safety concerns.

5. Child Safe Principles

The Association commits to embedding the National Principles for Child Safe Organisations, including:

1. Child safety and wellbeing is embedded in leadership, governance and culture
2. Children and young people are informed about their rights and are listened to
3. Families and communities are informed and involved
4. Equity, diversity and inclusion are respected
5. People working with children are suitable and supported
6. Processes exist to respond to complaints and concerns
7. Staff and volunteers are equipped with knowledge, skills and awareness
8. Physical and online environments minimise the risk of harm
9. Policies and procedures are regularly reviewed and improved

6. Roles and Responsibilities

Board

- Endorse and champion this Policy
- Ensure child safety is a standing governance priority
- Allocate resources to support implementation and training
- Monitor compliance and review annually

Child Safety Officer (CSO)

- Acts as the first point of contact for child safety concerns
- Maintains confidential records of reports and actions
- Ensures mandatory reporting obligations are met
- Liaises with police, Child Safety Services and other authorities as required

CSO contact: Andrews Cup Executive Officer and President

Adults (Staff, Volunteers, Coaches, Officials)

- Comply with this Policy and the Code of Conduct
- Maintain current Blue Card or exemption as required
- Participate in child safety training
- Report any concerns immediately

Parents and Carers

- Support the Association's child safe practices
- Raise concerns promptly with the CSO

7. Screening, Recruitment and Induction

The Association maintains a child-safe recruitment framework:

- All Adults in child-related roles must hold a valid Queensland Blue Card (or recognised exemption)
- Blue Card status is verified and recorded prior to engagement
- Recruitment includes reference checks and child-safe interview questions
- All Adults complete induction covering:
 - Child protection obligations
 - Code of Conduct
 - Reporting procedures
 - Online safety expectations

8. Code of Conduct

All Adults must:

- Treat children with respect and dignity at all times
- Maintain appropriate professional boundaries
- Avoid being alone with a child where possible (use open, observable environments)
- Use physical contact only when necessary for safety or wellbeing, and in an appropriate manner
- Never engage in sexualised, discriminatory or humiliating behaviour
- Use only approved communication channels

Breaches of the Code of Conduct may result in disciplinary action, removal from duties, or referral to authorities.

9. Online Safety and Use of Images

The Association:

- Follows eSafety Commissioner guidance for sport
- Prohibits private one-to-one digital communication between adults and children
- Individual Association school's are responsible for liaising with the Executive Officer, identify which students do not have photography permission. Database of students recorded in a secure location.
- Ensures images are stored securely and used only for approved purposes

10. Identifying and Responding to Child Safety Concerns

Immediate Risk

If a child is in immediate danger:

- Call 000 (Queensland Police)
- Notify the CSO as soon as practicable

Other Concerns

- Report concerns to the CSO or President as soon as possible
- Refer to child's Head of School, so that relevant forms are completed and submitted.

- The CSO will determine whether mandatory reporting thresholds are met

Confidentiality will be maintained, except where disclosure is required by law.

11. Mandatory Reporting

Under Queensland law, teachers, nurses and doctors must report reasonable suspicions of child harm to:

- Queensland Police Service, or
- Department of Child Safety, Seniors and Disability Services

Failure to report may constitute a criminal offence.

12. Risk Management

The Association proactively manages risk through:

- Activity-specific risk assessments
- Supervision ratios appropriate to age and activity
- Clear travel and overnight supervision protocols
- Safe change-room and facility practices

13. Training and Education for:

Executive Officer

- Annual child safety training for all Adults
- Regular updates on legislative changes
- Age-appropriate child safety information provided to participants

Heads of School / Sports People

- Declaration confirming:
 - Completion of Annual Mandatory Training
 - Current QCT Registration / WWWC

14. Record Keeping and Privacy

- Child safety record maintained in child's school
- Access limited to authorised personnel
- Records retained in accordance with Queensland legislative requirements

15. Complaints, Review and Continuous Improvement

- Complaints can be raised internally or with external authorities
- No person will be victimised for raising concerns in good faith
- This Policy is reviewed annually and following any serious incident

16. Communication and Publication

This Policy, CSO contact details and reporting pathways will be:

- Published on the Association website
- Included in induction materials
- Displayed at events where appropriate

Appendices

- Appendix A: Code of Conduct (Adults)