



MACKAY CHRISTIAN COLLEGE

Christian Education on Purpose

5K 30 Child Safe Policy

Purpose:	The purpose of this policy is to establish and promote a safe, inclusive and culturally responsive environment for all students, ensuring their safety and wellbeing are prioritised in every aspect of the College's operations. This policy provides written processes about how the College will implement and comply with the Child Safe Standards and Universal Principle as required under the Child Safe Organisation Act 2024 (Qld).
Scope:	This policy applies to the College community – students and staff including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements, members of the broader College community, including parents/carers and visitors.
Status:	New Policy
Authorised by:	College Board, College Principal
Date of Authorisation:	July 2026
References:	Child Safe Organisations Act 2024 Education (Accreditation of Non-State Schools) Regulation 2017 QFCC Guidelines for implementing the Child Safe Standards in Queensland MCC Child Protection Policy MCC Child Protection Reporting Form CP1, Suspected Harm/Sexual abuse MCC Staff Employment Policy MCC Employee Code of Conduct Policy MCC Restraint of Students Policy MCC Blue Card Policy (for the Working with Children Check Act 2000) MCC Child Risk Management Strategy (for the Working with Children Check Act 2000) MCC Primary and Secondary Behaviour Education Procedures MCC Positive Behaviour Education Policy MCC Students with Disabilities Policy MCC Disability Discrimination Policy MCC Student Bullying Prevention Policy MCC Student Code of Conduct MCC Electronic Devices Policy MCC Student Acceptable Use of ICT Conditions MCC Gender Diversity and Sexuality Policy MCC Student Enrolment Policy MCC Contract of Enrolment (Prep to Year 12) MCC Employee Induction Procedures MCC Response to Complaints Policy MCC Response to Student Complaints, Grievance and Appeals Policy MCC Complaints Handling Procedure MCC Work Health and Safety Policy (for the Work Health and Safety Act 2011 (Qld)) MCC Enterprise Agreement 2022

	For further related policies refer to the end of this policy.
Review Date:	Annually
Responsible Person/s:	College Board, College Principal

Definitions

Child Safe Entity, as per s10 of the *Child Safe Organisation Act 2024 QLD*, is an entity—

- (a) that provides—
 - (i) services specifically for children; or
 - (ii) facilities specifically for use by children who are under the supervision of the entity; and
 - (b) that is either—
 - (i) mentioned in Schedule 1; or
 - (ii) prescribed by regulation.
- (2) However, an individual is not a child safe entity unless the individual carries on a business as an entity mentioned in subsection (1), including, for example, as a sole trader or partner in a partnership under the *Partnership Act 1891*, section 5.¹

Child Safe Standards, as per s9 of the *Child Safe Organisation Act 2024 QLD*, are the following standards applying to an entity—

- (a) child safety and wellbeing is embedded in the entity's organisational leadership, governance and culture;
- (b) children are informed about their rights, participate in decisions affecting them and are taken seriously;
- (c) families and communities are informed and involved in promoting child safety and wellbeing;
- (d) equity is upheld and diverse needs respected in policy and practice;
- (e) people working with children are suitable and supported to reflect child safety and wellbeing values in practice;
- (f) processes to respond to complaints and concerns are child-focused;
- (g) staff and volunteers of the entity are equipped with the knowledge, skills and awareness to keep children safe through ongoing education and training;
- (h) physical and online environments promote safety and wellbeing and minimise the opportunity for children to be harmed;
- (i) implementation of the child safe standards is regularly reviewed and improved;
- (j) policies and procedures document how the entity is safe for children.²

Student, is any child or young person of any age, enrolled or seeking enrolment at Mackay Christian College.

Universal Principle, in implementing and complying with the Child Safe Standards, a child safe entity must provide an environment that promotes and upholds the right to cultural safety of children who are Aboriginal persons or Torres Strait Islander persons (the Universal Principle).³

QFFC, Queensland Family and Child Commission

Trauma-Informed Processes may be utilised by staff to reinforce a calm, safe environment, to strengthen resilience, to build trust through consistent organisational operations, to encourage collaboration, to provide opportunities for empowerment and to be sensitive to cultural, historical and gender issues.

¹ *Child Safe Organisation Act 2024 QLD s10*

² *Child Safe Organisation Act 2024 QLD s9*

³ *Child Safe Organization Act 2024 QLD s11(2)*

Objectives

Mackay Christian College will implement and comply with the Child Safe Standards and understand they may be required to give an authorised officer of the Queensland Family and Child Commission (QFCC) information about the College's compliance. In implementing and complying with the Child Safe Standards, Mackay Christian College aims to provide an environment that promotes and upholds the right to cultural safety of students who are Aboriginal persons or Torres Strait Islander persons (the Universal Principle). The College will have regard to Guidelines made by the QFCC in implementing and complying with the Child Safe Standards and Universal Principle⁴.

As per the Guidelines, this policy outlines the ways in which Mackay Christian College actions and prioritises the safety and wellbeing of students. MCC policies which detail procedures and expectations regarding student safe practices are outlined for staff, volunteers and community members with the aim of establishing a student safe environment⁵.

This policy will:

- Set out the College's expectations, practices and approaches in relation to each of the Child Safe Standards, including the Universal Principle
- Be displayed for public access on the College's website and available by request from the College's offices
- Cover acceptable and unacceptable student to student and student to adult interactions
- Describe the College's commitment to equity, inclusion and cultural safety and how the organisation recognises, responds and respects these factors.

Principles

The implementation of, and compliance with, the Child Safe Standards and Universal Principle by Mackay Christian College are to be based on the following fundamental principles:

- (a) Child safe entities, including Mackay Christian College are responsible for continuously improving the ways in which, in their operations—
 - (i) the safety of children is promoted; and
 - (ii) child abuse is prevented; and
 - (iii) allegations of child abuse are properly responded to;⁶
- (b) The Child Safe Standards are not a simple checklist. They encourage child safe entities to think about how their day-to-day work protects children's rights and safety.⁷

Responsibilities

Mackay Christian College is responsible for developing and implementing this Child Safe Policy and related policies and procedures to ensure it fulfils its CSS and Universal Principle obligations.

All governing body members, staff and volunteers at Mackay Christian College are responsible for acting in compliance with this policy and related policies and procedures.

⁴ *Child Safe Organisation Act 2024 QLD s11*

⁵ *Guidelines for implementing the Universal Principle and Child Safe Standards in Queensland, QFCC, p94*

⁶ *Child Safe Organisation Act 2024 QLD s14*

⁷ *Guidelines for implementing the Universal Principle and Child Safe Standards in Queensland, QFCC, p4*

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Implementation of the Child Safe Standards

1. Leadership and Culture

Student safety and wellbeing is embedded in Mackay Christian College's leadership, governance and culture.⁸

Statement of Commitment

Mackay Christian College aims to take all reasonable steps to promote the safety and wellbeing of students enrolled at the College and their protection from foreseeable harm. We aim to prioritise student safety and wellbeing in all aspects of our work and do not tolerate any form of child abuse or harm. We aim to act in accordance with the *Child Safe Organisations Act 2024 (QLD)* and implement the Child Safe Standards and Universal Principle to create a safe, inclusive and accountable environment. We aim to listen to students, value their views and support them to participate in decisions that affect them.

Mackay Christian College is committed to the safety and inclusion of all enrolled students, including those from diverse cultural backgrounds, students with disability and students who may be experiencing vulnerability. We also make a clear commitment to the cultural safety of Aboriginal and Torres Strait Islander students and to providing an environment where their identities, cultures and connections to Country are respected.

Risk Management

Mackay Christian College aims to implement robust risk management processes to prevent, identify and mitigate risks to students, and is committed to the monitoring of risk to the safety of students on an ongoing basis. Mackay Christian College utilises various risk management tools to assist in this process and keeps appropriate records of decisions made and actions taken in relation to risks to students.

Policies relating to risk management include:

MCC Work Health and Safety Policy

MCC Child Protection Policy

MCC Risk Management Framework Policy

MCC Child Risk Management Policy and Procedure

MCC Parents, Carers and Visitors Code of Conduct

MCC Critical Incident Response Policy

Code of Conduct

All staff will 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. The MCC Employee Code of Conduct Policy, Board Code of Conduct, Parent, Carer and Volunteer Code of Conduct and Sporting Code of Conduct define acceptable and unacceptable behaviours toward students and are aligned with the Child Safe Standards.

Information Sharing and Recordkeeping

Staff and volunteers understand their obligations in information-sharing and maintaining accurate, secure records about student harm and abuse concerns, disclosures, responses and appropriate confidentiality.

⁸ *Child Safe Organisations Act 2024 QLD, s9(a)*
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2. Student Voice

Students are informed about their rights and responsibilities and have opportunity to participate in decisions affecting them, including age-appropriate and culturally appropriate ways for them to express their views.⁹

Mackay Christian College uses the curriculum and educational programs to actively promote positive peer relationships and reduce student isolation by embedding learning experiences that strengthen social skills, empathy and respectful behaviours. Through age-appropriate lessons and whole-College wellbeing programs, students build their understanding of personal safety, protective behaviours and where to seek help. Together, these curriculum-based approaches support safer, more connected and more informed students. Specific programs include *Bridge Builders* in Primary and *CLEAR* (incorporating *Program Achieve*) in Secondary.

Mackay Christian College aims to have all staff and volunteers trained to recognise indicators of harm and abuse and are equipped to recognise when a student may need support. Age-appropriate processes that sensitively support students, based upon biblical wisdom and care plus elements of trauma-informed processes, are in place to help students communicate their concerns safely and confidently, and staff actively respond to these disclosures with care and professionalism in accordance with MCC Child Protection Policy and using MCC Child Protection Reporting Form CP1, Suspected Harm/Sexual Abuse.

3. Family and Community

Families and the community are informed and involved in promoting student safety and wellbeing.¹⁰

Mackay Christian College recognises the vital role families and communities play in the safety, wellbeing and education of students. We value strong, respectful and collaborative partnerships with families and the broader College community.

We aim to build inclusive relationships, including with Aboriginal and Torres Strait Islander families, local community members and Elders. We acknowledge Country and embed an Acknowledgement of Country in our practices to encourage student understanding of the importance of the Aboriginal and Torres Strait Islander perspective of knowing and respecting the land on which we learn. Mackay Christian College supports the integration of appropriate Aboriginal and Torres Strait Islander cultural perspectives where possible, aiming to provide a school environment where First Peoples families feel welcomed, culturally respected and safe. Mackay Christian College aims to build positive relationships with Yuwibara Elders and Torres Strait Islander Elders as particularly culturally appropriate for our region, Yuwi Country.

Mackay Christian College provides opportunities for parents and carers to contribute to the College community and development of relevant policies, procedures and decision-making e.g. Parent Association, feedback and surveys.

Regular communication through emails, newsletters, parent portal, website, social media pages and open days provide opportunities for parents, carers and the College community to be informed about the College's operations and governance.

⁹ *Child Safe Organisations Act 2024 QLD, s9(b)*

¹⁰ *Child Safe Organisations Act 2024 QLD, s9(c)*

4. Equity and Diversity

Equity is upheld and the diverse needs of students are respected in policy and in practice.¹¹

Mackay Christian College is committed to creating an inclusive, equitable environment where all students feel safe, respected and supported. We actively work to remove barriers to participation and ensure our practices reflect cultural safety for all students.

This commitment is actioned through (but not limited to) the following:

MCC Student Enrolment Policy

MCC Contract of Enrolment (Prep to Year 12)

MCC Primary and Secondary Behaviour Education Procedures

MCC Positive Behaviour Education Policy

MCC Students with Disabilities Policy

MCC Disability Discrimination Policy

MCC Student Bullying Prevention Policy

MCC Gender Diversity and Sexuality Policy

5. People

People working with students are suitable and supported to reflect student safety and wellbeing values in practice.¹²

This commitment is actioned through (but not limited to) the following:

MCC Staff Employment Policy

MCC Employee Induction Procedures

MCC Employee Code of Conduct Policy

MCC Restraint of Students Policy

MCC Blue Card Policy (for the Working with Children Check Act 2000)

MCC Child Risk Management Strategy (for the Working with Children Check Act 2000)

MCC Enterprise Agreement 2022

MCC incorporates the following steps into our application for employment procedures to assess suitability of those working with students:

- Advertising the position with a clear statement about the College's commitment to safe and supportive work practices and identifying that candidates will be subject to a teacher registration check or Blue Card screening, a police check, referee checks, identification verification and the requirement to disclose any information relevant to the candidates' eligibility to engage in activities including students.
- Exit interviews and Withdrawal of Student parent/carer feedback forms assist the College to identify broader issues of concern that may impact on the safety and wellbeing of students at the College.

Queensland's Reportable Conduct Scheme (RCS) requires covered entities to report, assess and investigate certain staff/volunteer conduct involving children. We are preparing now and will publish our RCS process and contact points before it commences (1 July 2026).

¹¹ *Child Safe Organisations Act 2024 QLD, s9(d)*

¹² *Child Safe Organisations Act 2024 QLD, s9(e)*

6. Complaints

Processes to respond to complaints and concerns are child focused.¹³

Mackay Christian College aims to maintain a student-focused approach to receiving and responding to complaints.

This commitment is actioned through (but not limited to) the following:

MCC Response to Complaints Policy
MCC Response to Student Complaints
Grievance and Appeals Policy
MCC Complaints Handling Procedure

These policies outline how concerns can be raised, the roles and responsibilities of staff, and the processes used to respond to different types of matters. We ensure that all complaints are addressed promptly and thoroughly and managed in line with our reporting, privacy and employment law obligations.

Any concerns, disclosures or allegations relating to harm or abuse of a student are managed under the *MCC Child Protection Policy*, using the *MCC Child Protection Reporting Form CP1, Suspected Harm/Sexual abuse*, which sets out our mandatory obligations to act protectively and report to the appropriate authorities.

7. Skills and Knowledge

Staff and volunteers of the College are equipped with the knowledge, skills and awareness to keep students as safe as necessary through ongoing education and training.¹⁴

The College trains its staff in processes relating to the health, safety and conduct of staff and students including an annual mandatory all-staff training (MAST), induction programs for new staff and ongoing professional development and staff training sessions as relevant.¹⁵

8. Physical and Online Environments

Physical and online environments promote safety and wellbeing and minimise the opportunity for students to be harmed.¹⁶

Mackay Christian College proactively reviews, identifies and mitigates risks within both the physical and online environments, ensuring that safety measures do not compromise students' privacy or healthy development. Staff and students use online platforms in line with the College's CLEAR Expectations of behaviour, the CLEAR technology@MCC expectations and related policies, supporting a safe, respectful and well-managed digital learning environment.

This commitment is actioned through (but not limited to) the following:

MCC Electronic Devices Policy
MCC Student Acceptable Use of ICT Conditions
MCC Work Health and Safety Policy (for the Work Health and Safety Act 2011 (Qld))
MCC Employee Use of Social Media Policy
MCC Employee Acceptable Use of ICT Conditions
MCC Data Breach Procedure and Response Plan
MCC Privacy Policy
CLEAR Technology @MCC Statement

For further details about how Mackay Christian College manages risk, refer to section 1. *Leadership and Culture* above.

¹³ *Child Safe Organisations Act 2024 QLD, s9(f)*

¹⁴ *Child Safe Organisations Act 2024 QLD, s9(g)*

¹⁵ *Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s.16(4)(c)*

¹⁶ *Child Safe Organisations Act 2024 QLD, s9(h)*

9. Continuous Improvement

Mackay Christian College aims to regularly review and improve as is reasonably possible, implementation of the Child Safe Standards.¹⁷

Mackay Christian College aims to foster a culture of continuous improvement in student safety, wellbeing and cultural respect. We recognise that embedding the Child Safe Standards and Universal Principle is a continuing journey that requires ongoing commitment, regular review and continual strengthening of our practices.

Mackay Christian College aims to:

- Review policies, procedures and practices regularly to ensure they remain effective, responsive and appropriate for the Mackay Christian College community. This includes undertaking periodic audits, self-assessments and reflective practice to identify strengths and opportunities for improvement.
- Analyse available data including complaints and concerns to identify causes and systemic issues and use these insights to inform continuous improvement of policies, procedures and practices.

10. Policies and Procedures

Policies and procedures document the beliefs and approaches of Mackay Christian College to inform and support providing a safe environment for children.¹⁸

Mackay Christian College refers to the Child Safe Principles when designing or reviewing its policies and procedures. Our statement of commitment to student safety and wellbeing, *'The College aims to establish and promote a safe, inclusive and culturally responsive environment for all students, ensuring their safety and wellbeing are prioritised in every aspect of the College's operations'*, will be included in all relevant policies and procedures. Mackay Christian College has made all relevant policies and procedures publicly available on its website, staff handbook and copies are available on request from the College. Staff and volunteers are trained in implementing relevant policies and procedures regularly.

Mackay Christian College policies that support this policy include (but are not limited to):

MCC Formal Review for Unsatisfactory Work Performance

MCC Student Bullying Prevention Policy

MCC Alcohol, Tobacco and Illicit Drugs Policy

MCC Excursions Procedure

MCC Transport of Students in Vehicles Policy

MCC Emergency Response Plan and Emergency Procedures

Queensland's Reportable Conduct Scheme (RCS) requires Mackay Christian College to report, assess and investigate certain staff/volunteer conduct involving children. We are preparing now and will publish our RCS process and contact points before it commences (1 July 2026).

For details of the *Guide to Queensland's Reportable Conduct Scheme*, go to:

<https://www.qfcc.qld.gov.au/sites/default/files/guideline-cso-reportable-conduct-scheme.pdf>

¹⁷ *Child Safe Organisations Act 2024 QLD, s9(i)*

¹⁸ *Child Safe Organisations Act 2024 QLD, s9(j)*

Reportable Conduct Scheme at a glance

Reportable allegation or conviction:

Workers **must** notify the head of the entity.

The **head of the entity must immediately report** alleged crimes and criminal behavior to police, then:

Within **3 business days**:

Notify the Queensland Family and Child Commission

- Notification is required whether or not there is proof of allegations
- Maximum fine for not notifying: over \$17,000



As soon as practicable:

Commence internal investigation

- Provide Commission with information as requested

Within **30 business days** of initial report:

Data collection and information sharing

- Centralised database of reports will enable analysis of where risk of harm is highest
- Information shared with police, Blue Card, and other regulators

Investigation complete?

Final report to Commission

Must detail findings, actions taken, and improvement to child safeguarding systems

Investigation incomplete?

Interim report to Commission

- Update on investigation's progress and actions taken so far
- Final report must be provided as soon as the investigation is complete