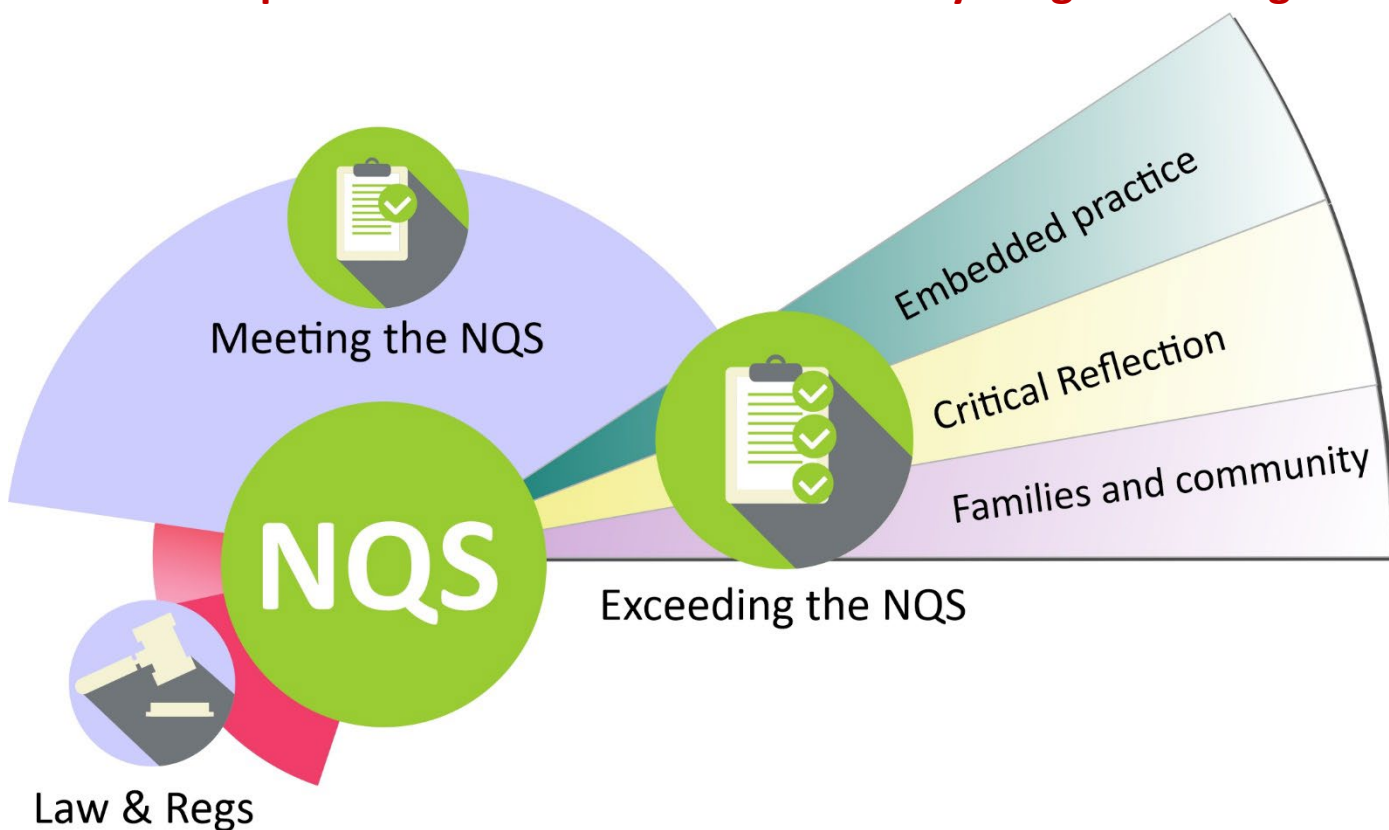


Section 2. Experienced educators – ensure everything is meeting.



First step: We must ensure the Law and Regulations are always met. **Second step:** then we look at the NQS and work through the process of meeting the element. **Third step:** then we can look at and complete the exceeding themes. The logo above shows the effort required to do these three components. It should be easy and take little time to meet the Law and Regulations once you know what is required. Meeting then can become everyday practice, while exceeding takes a lot more time, thinking, connecting to families and community and practice change.



Law & Regs

Law section 162A Persons in day-to-day charge and nominated supervisors to have child protection training

The approved provider of an education and care service must ensure that each nominated supervisor and each person in day-to-day charge of the service has successfully completed the child protection training (if any) required by or under the law of this jurisdiction, a Government protocol applying to the approved provider in this jurisdiction or otherwise required by this jurisdiction.

Note: Currently this applies in NSW where the nominated supervisor and persons in day-to-day charge must have completed CHCPRT001 – Identify and respond to children and young people at risk or CHCPRT002 – Support the rights and safety of children and young people. (Previously approved and completed courses are also accepted.)

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Law 174 Offence to fail to notify certain information to Regulatory Authority (2) An approved provider must notify the Regulatory Authority of the following information ... (b) any complaints alleging — (i) that a serious incident has occurred or is occurring while a child was or is being educated and cared for by the ... service; or (ii) that this Law has been contravened; (c) information in respect of any other prescribed matters. Penalty: \$4000, in the case of an individual. \$20 000, in any other case.

Regulation 84 Awareness of child protection law

The approved provider ... must ensure that nominated supervisors and staff members .. who work with children are advised of— (a) the existence and application of the current child protection law; and (b) any obligations that they may have under that law. **Penalty: \$1000.** Note. A compliance direction may be issued for failure to comply **Regulation 175 Prescribed information to be notified to Regulatory Authority (2)** For the purposes of section 174(2)(c) of the Law, the following matters are prescribed— (d) any incident where the approved

provider reasonably believes that physical abuse or sexual abuse of a child or children has occurred or is occurring while the child is or the children are being educated and cared for (e) allegations that physical or sexual abuse of a child or children has occurred or is occurring while the child is or the children are being educated and cared for ... (other than an allegation that has been notified under section 174(2)(b) of the Law).

Note there are other child protection laws in State/Territory legislation. These are included in your Child Protection policies.

Evidence to show compliance – Child Protection Training is substantiated by records detailing completion of training by nominated supervisors and staff members, supported by certificates or completion records from courses like CHCPRT002. The Notification of Incidents and Contraventions involves maintaining comprehensive records of complaints alongside the actions taken, complemented by copies of notifications sent to the Regulatory Authority. Demonstrating Awareness of Child Protection Law is achieved through documented efforts to inform supervisors and staff about their legal obligations, along with communication records showcasing the dissemination of information. The Prescribed Information to Regulatory Authority necessitates accurate record-keeping of abuse incidents and allegations, including notifications. Incorporation of State/Territory Laws within Child Protection policies ensures adherence to relevant regulations. In cases where Compliance Directions are issued, proper records outline the directives given and subsequent corrective actions taken.



Meeting the NQS

Looking at the element in detail - A service reviewed what the NQF Guide said about element 2.2.3 and understood all employees must be aware of:

- the current child protection policy and procedures
- their legal responsibilities, roles and responsibilities to identify and respond to every child at risk of harm, abuse or neglect.

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Assess your practice first.

Read the below description and evaluate it in relation to your practices.

Meeting – Keeping Understanding of Child Protection Responsibilities Current:

To stay current and accurate in understanding child protection responsibilities, I:

- Attend regular training sessions and workshops.
- Follow reputable sources and professional organisations.
- Engage in peer discussions and reflective practice.
- Review institution's child protection policies.

Referring Families to Local Support Services:

When families face "lower level" issues not reportable but needing support, I:

- Have open conversations with parents about their concerns.
- Provide information about local parenting support groups and services.
- Connect them with relevant resources with their consent.

Ensuring Renewal of Working with Children

Clearance:

To ensure my working with children clearance is renewed promptly, our process includes:

- Centralised record with expiry dates and automated reminders.
- Administrative support for documentation and forms.
- Submission and processing by the administrative team.
- Confirmation of renewal and record update.

If you are doing similar practices to the example, use the below questions to help you write your 'meeting' description so you can add it to your QIP.

A MEETING QIP and Self-Assessment Tool (SAT)

Please discuss how you make sure your understanding of your child protection responsibilities is current and accurate.

Please give an example where you've referred families to local support services (with their consent) or provided them with information to assist with parenting or family wellbeing issues when there are 'lower level' issues that are not reportable.

Please discuss the process you/your Service has in place to ensure your working with children clearance is always renewed before it expires.

If you and your educators need to learn how to do the above to achieve meeting, proceed to the next page.

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