

**Moranbah District Support Services Inc**  
**CHILD AND YOUTH RISK MANAGEMENT STRATEGY**

| Mandatory Element          | Location/Reference  | Comments   |
|----------------------------|---|--|
| 1. Statement of Commitment | Statement of Commitment to be displayed on wall of organisation s office. | <p>Our organisation is committed to ensuring the safety and wellbeing of all children and young people and will provide a safe and supportive service environment for children and young people by:</p> <ul style="list-style-type: none"> <li>• promoting a child safe culture in our organisation;</li> <li>• providing a positive and supportive environment in which to access our services;</li> <li>• protecting and supporting children and young people;</li> <li>• modelling positive and supportive behaviours and practices to children and young people;</li> <li>• using appropriate language and topics of conversation;</li> <li>• respecting the diverse and special needs of all children and young people;</li> <li>• refraining from physical contact with a child or young person unless it is strictly necessary;</li> <li>• reporting any suspected abuse of children and young people immediately;</li> </ul> |

|  |  |   |
|--|--|---|
|  |  | <ul style="list-style-type: none"> <li>• using language, behaviours and actions that do not frighten, humiliate or devalue children or young people;</li> <li>• not do for children or young people anything of a personal nature that they are able to do for themselves.</li> </ul> |
| 2. Code of Conduct                                 | MDSS Policy 2.08 Code of Conduct and Confidentiality Annexe A  | The Code of Conduct specifically referring to actions relating to children and young people has been developed and implemented into the policy.   |
| 3. Recruitment, selection, training and management | MDSS Policies:<br>2.01 Recruitment and Selection of Paid Staff<br>2.02 Recruitment and Selection Process for Volunteers<br>2.03 Employee and Volunteer Screening<br>2.05 Induction for Staff<br>2.06 Induction for Volunteers<br>2.07 Student Work Experience Program<br>4.21 Working With Children Under 18<br>9.02 Induction, Training and Development of Management Committee | These policies are inclusive of all client demographics, including children and young people.   |
| 4. Reporting disclosures and suspicions of harm    | MDSS Policies:<br>4.13 Suicide and Self Harm<br>4.14 Disclosure of Harm Child Protection<br>4.20 Responding to Domestic and Family Violence  | These policies have been developed specifically for responding to harm issues relating to children or young people.   |
| 5. Managing breaches                               | MDSS Policies:<br>2.08 Code of Conduct and Confidentiality<br>4.09 Client Complaints   | 1. MDSS will without hesitation, investigate any alleged breaches of this child and youth risk management   |

|  |   |  |
|--|---|--|
|  |   | <p>strategy. Any breaches by an employee or volunteer will attract actions as set in the relevant personnel and disciplinary procedures, including immediate suspension pending an investigation.</p> <ol style="list-style-type: none"> <li>2. Reporting to funding bodies and/or statutory organisations (eg: QPS) will occur when necessary.</li> <li>3. In the event of a breach involving an accident, all workplace health and safety procedures will be implemented to investigate the circumstances, provide remedies and modify the activity as appropriate.</li> </ol> |
| 6. Risk management for high risk activities                                    | MDSS Policy:  | <p>All activities deemed high risk by either the management committee or the manager, will attract a risk assessment prior to implementation using the standard Risk Management Matrix.</p> <p>Such a risk assessment will ensure maximum safety considerations for foreseeable events. All staff and volunteers are to follow the recommendations of any risk assessment.</p>   |
| 7. Managing compliance with the Blue Card (Working With Children Check) system | MDSS Policies:<br>2.01, 20.2, 2.03, 2.05, 2.06, 2.07<br>4.21. | <p>An essential part of staff and volunteer recruitment is screening for blue card positive notice.</p> <p>A Blue Card register includes the expiration dates of blue cards for staff, volunteers and management.</p>  |

|  |  |  |
|--|--|--|
|  |  | MDSS Administration will alert staff when their expiration date is approaching and ensure the positive notice is received prior to expiration.   |
| 8. Communication and Support           |  | <p>MDSS will communicate and operate this overall strategy via:</p> <ul style="list-style-type: none"> <li>• Displaying the Statement of Commitment in a public place</li> <li>• Child and Youth specific information included in the organisation s policies and procedures</li> <li>• Maintenance of a Blue Card register</li> <li>• Inclusion of the commitment statement in the organisation s publicity materials</li> <li>• Training and education of staff in issues relating to child safety</li> <li>• Selection criteria of staff/volunteers to include consideration of suitability of working with children/young people.</li> </ul> |
| <b>DATE ADOPTED:</b><br>30 May 2022    | <b>AUTHORISED BY:</b><br>Management Committee              | <b>VERSION NO:</b><br>1/1  |
| <b>DATE LAST REVIEWED:</b>             | <b>AVENUE OF REVIEW:</b><br>Consultation/ feedback process | <b>REVIEWED BY:</b><br>Management Committee  |
| <b>DATE REVIEW DUE:</b><br>30 May 2023 |  |  |