

COMMISSION FOR CHILDREN AND YOUNG PEOPLE

Flowchart: CHILD SAFETY REPORTING PROCESS at QCYC

Who can report?

Parent

Child

Member

What to report?

Any child safety concerns, including:

- · disclosure of abuse or harm
- allegation, suspicion or observation
- breach of Code of Conduct
- environmental safety issues.

Call 000 if a child is in immediate danger

How?

Face-to-face verbal report, letter, email, telephone call, meeting

Who to?

Commodore and QCYC Safety Officer, Dr Michael Ackland

What happens next?

Commodore and QCYC Safety Officer will

- offer support to the child, the parents, the person who reports and members involved
- initiate processes to ensure the safety of the child and clarify the nature of the complaint
- decide, in accordance with legal requirements and duty of care, whether the matter should/must be reported to the police or Child Protection and make report as soon as possible if required.

Outcome

Investigation; outcome decided; parents and child, committee and relevant members notified of outcome of investigation; policies, procedures updated where necessary.