

Safeguarding Plan 2026



St Elizabeth's Primary School



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Our Safeguarding Commitment

As an agency of the Archdiocese of Brisbane, we have a zero tolerance for all forms of abuse and are committed to safeguarding everyone involved in its activities, ministries, and services. The safety and wellbeing of children and adults-at-risk is paramount.

Accessibility

Brisbane Catholic Education is committed to providing accessible services to people from all culturally and linguistically diverse backgrounds. If you have difficulty understanding this document, you can contact Translating and Interpreting Service National on 13 14 50 to arrange for an interpreter to translate it for you.

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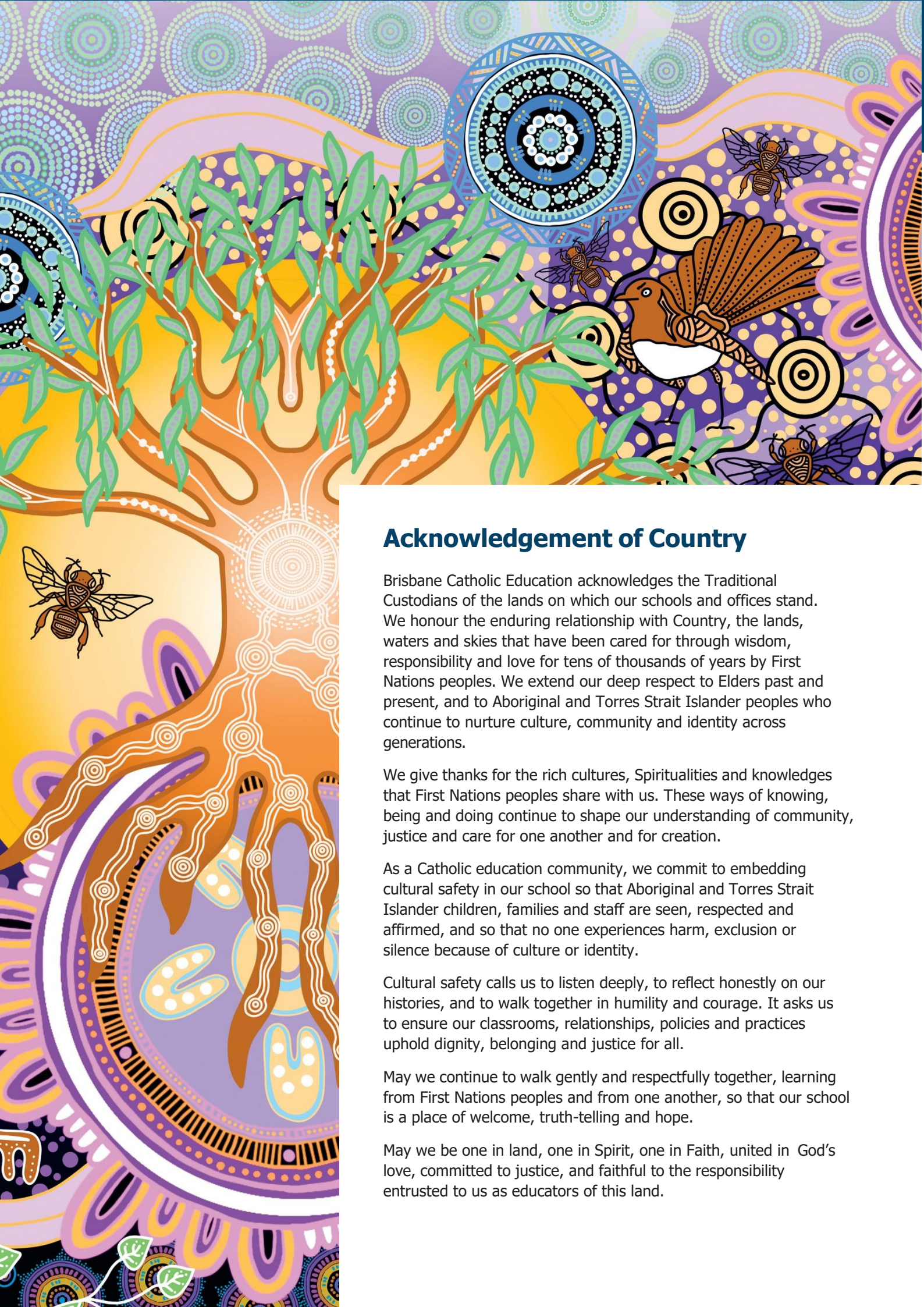
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Cover: Brisbane Catholic Education, St. Elizabeth's, 2025

Page 4: Ngulli Gumera artwork by Waylene Currie of WRLC Arts, 2025.

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Acknowledgement of Country

Brisbane Catholic Education acknowledges the Traditional Custodians of the lands on which our schools and offices stand. We honour the enduring relationship with Country, the lands, waters and skies that have been cared for through wisdom, responsibility and love for tens of thousands of years by First Nations peoples. We extend our deep respect to Elders past and present, and to Aboriginal and Torres Strait Islander peoples who continue to nurture culture, community and identity across generations.

We give thanks for the rich cultures, Spiritualities and knowledges that First Nations peoples share with us. These ways of knowing, being and doing continue to shape our understanding of community, justice and care for one another and for creation.

As a Catholic education community, we commit to embedding cultural safety in our school so that Aboriginal and Torres Strait Islander children, families and staff are seen, respected and affirmed, and so that no one experiences harm, exclusion or silence because of culture or identity.

Cultural safety calls us to listen deeply, to reflect honestly on our histories, and to walk together in humility and courage. It asks us to ensure our classrooms, relationships, policies and practices uphold dignity, belonging and justice for all.

May we continue to walk gently and respectfully together, learning from First Nations peoples and from one another, so that our school is a place of welcome, truth-telling and hope.

May we be one in land, one in Spirit, one in Faith, united in God's love, committed to justice, and faithful to the responsibility entrusted to us as educators of this land.

St Elizabeth's Tarragindi is committed to creating environments where children and young people feel protected, valued, and heard. Safeguarding is a shared responsibility, and every child has the right to grow and thrive free from harm.

We are guided by our Christian Catholic Tradition and the teachings of Jesus Christ who advocated for the protection of children and the marginalised. Our mission to teach, challenge and transform through our educational endeavours is actioned by Catholic Social Teaching, as part of the Archdiocese of Brisbane.

The Queensland Government recently introduced new Child Safe Standards. These Standards clearly outline what child safe organisations must do to create environments where children are protected, respected and able to speak up. They focus on building safe, welcoming cultures, hearing and valuing children's voices, working closely with families, celebrating diversity, making sure the right people work with children, responding quickly to concerns, and always looking for ways to improve safety.

Throughout 2026, our school will review its compliance against the new Child Safe Standards using a phased approach in line with Queensland Family and Child Commission guidelines. We will review, self-assess and report against selected Standards each term, building towards full implementation and continuous improvement across all Standards by the end of the year. This staged process allows St Elizabeth's to embed the Standards meaningfully and ensure our practices reflect the needs, voices and safety of our students.

As a Catholic school within the Archdiocese of Brisbane, we honour the Archdiocesan Safeguarding Commitment and uphold the values of Catholic education in our safeguarding practices.

This School Safeguarding Plan is developed in consultation with students, families, and employees, and is contextualised to our local school environment. It reflects our commitment to continuous improvement, cultural safety, and child-centred practice, and is supported by both Brisbane Catholic Education policies and procedures and school-specific safeguarding actions. Further Information about BCE wide practices can be accessed [here](#).

For more information or to request accessible formats, please contact the school Principal.



The Child Safe Standards



Standard 1: Leadership and Culture

Child safety and wellbeing is embedded in the entity's organisational leadership, governance, and culture.



Standard 2: Voice of children

Children are informed about their rights, participate in decisions affecting them and are taken seriously.



Standard 3: Family and community

Families and communities are informed and involved in promoting child safety and wellbeing.



Standard 4: Equity and diversity

Equity is upheld and diverse needs respected in policy and practice.



Standard 5: People

People working with children are suitable and supported to reflect child safety and wellbeing values in practice.



Standard 6: Complaints management

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



Standard 7: Knowledge and skills

Staff and volunteers of the entity are equipped with the knowledge, skills, and awareness to keep children safe through ongoing education and training.



Standard 8: Physical and online environments

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



Standard 9: Continuous improvement

Implementation of the Child Safe Standards is regularly reviewed and improved.



Standard 10: Policies and procedures

Policies and procedures document how the entity is safe for children.



Universal Principle

Requires child safe entities to provide an environment that promotes and upholds the right to cultural safety.

Safeguarding Focus Areas

The 10 standards are grouped under four key focus areas:



The Universal Principle

Ensuring cultural safety through the Universal Principle is essential for Aboriginal and Torres Strait Islander students and families.



While the Principle intentionally focuses on First Nations children, the cultural safety indicators which make up the Principle are designed to adopt a proactive and comprehensive approach to safeguarding, ensuring that policies, and practices are inclusive for all children, particularly those who may be marginalised or vulnerable. The Universal Principle is embedded within all 10 Standards.

Cultural Safety Indicators

- 1 Transformational unlearning** – Organisations must challenge unconscious bias, racism, and discrimination within their structures and workforce.
- 2 Negotiating values, motivations, and paradigm** – Policies and programs should be co-designed with Aboriginal and Torres Strait Islander communities to reflect their perspectives on child safety.
- 3 Prioritising social and emotional wellbeing and health** – A holistic, strengths-based approach must be adopted to support the wellbeing of Aboriginal and Torres Strait Islander children, staff, and families.
- 4 Sharing power and decision-making** – Decision-making processes should be led or co-led by Aboriginal and Torres Strait Islander peoples to ensure genuine partnerships.
- 5 Sharing resources** – Organisations should dedicate resources to Aboriginal and Torres Strait Islander led initiatives, research, and governance mechanisms, where appropriate.
- 6 Creating a strategic enabling environment** – Leadership must set clear priorities and accountability structures ensure cultural safety into daily operations.
- 7 Operating on Aboriginal and Torres Strait Islander terms of reference** – Service delivery to Aboriginal and Torres Strait Islander children should be grounded in Aboriginal and Torres Strait Islander knowledge systems and self-determination principles.
- 8 Accountability and continuous quality improvement** – Progress should be measured using Aboriginal and Torres Strait Islander-defined success indicators, ensuring sustained improvement.

The Cultural Capability Framework

This framework enables Brisbane Catholic Education to develop a workforce grounded in Aboriginal and Torres Strait Islander cultural humility, enabling responsive and innovative practices that contribute to Reconciliation. The Cultural Capability Framework and Molum Sabe assists our workforce to critically reflect on individual and organisational practices and develop effective practices across four cultural standards:



Teaching

Culturally responsive teachers and education professionals create the conditions for respectful relationships with Aboriginal and Torres Strait Islander peoples, and learning of knowledges, identities, cultures and languages.



Relationships

We develop relationships and connections with Aboriginal and Torres Strait Islander employees, students, families and communities to build and sustain inclusive and culturally safe practices and environments.



Environment

We establish an inclusive and culturally safe environment, where Aboriginal and Torres Strait Islander employees, students, families and communities feel a sense of belonging and connection.



Leadership

All employees are accountable for building and sustaining inclusive and culturally safe practices and environments with Aboriginal and Torres Strait Islander employees, students, families, and communities. Leaders have additional responsibilities to articulate a clear vision and provide ongoing cultural capability development opportunities for employees.

Standard 1: Leadership and Culture

Child safety and wellbeing is embedded in the entity's organisational leadership, governance, and culture¹



Brisbane Catholic Education's commitment to Standard 1

At BCE, student safety is central to how we plan, think and act, shaping a safeguarding culture that protects their safety and wellbeing. We use a whole of organisation approach; led by strong leadership, embedded in practice and supported through shared responsibility. Clear policies, codes of conduct, Student Protection Processes and risk management plans set behavioural expectations and guide how we keep children safe. Our Safeguarding Policy aligns with the Archdiocese of Brisbane Safeguarding Framework and is available on our website. Leaders are accountable for ensuring these requirements are followed and continually improved. Safeguarding is a system critical foundation of the BCE Strategic Plan 2025–2027 and an identified enterprise risk, monitored through regular monitoring, internal audits and escalation pathways. Governance transparency is reinforced through quarterly reporting to the BCE Executive Team, Safeguarding Committee and Catholic Education Council, including assessments of practice effectiveness and improvement progress. We take a strong stand against discrimination, bias or harm toward any child and are committed to cultural safety for Aboriginal and Torres Strait Islander peoples.

What Standard 1 looks like at our school:

At St Elizabeth's Catholic Primary School, student safety and wellbeing are not viewed as a set of static policies or documents, but as a shared, living responsibility that shapes leadership decisions, daily practice, and school culture. WE are committed to prioritising every student's safety and wellbeing to ensure all children, including Aboriginal and Torres Strait Islanders, families and community members are welcomed, respected and included. Safeguarding is embedded into how we lead, teach, monitor, and reflect, ensuring that child safety remains visible, responsive, and continuously improving. Safeguarding is led from the top and reinforced through a shared leadership model. The Principal and School Leadership Team ensure that child safety is central to strategic planning, wellbeing decisions, and improvement processes, communicating clearly that safeguarding is everyone's responsibility, not the work of a single role or team. Student safety and wellbeing is actively monitored, not assumed.

In practice, this is evident through:

- St Elizabeth's Wellbeing Framework articulating how student, staff and community wellbeing is prioritised
- Regular leadership discussions focused on student wellbeing and safety
- Visible support for staff when concerns are raised
- Prioritisation of student safety in decision-making and resourcing
- Ongoing alignment of safeguarding with the Explicit Improvement Agenda
- Liaison with BCE personal and external agencies
- Leadership is visible and approachable throughout the school day

Monitoring occurs through:

- Regular support and wellbeing meetings
- Review of PB4L data, behaviour trends, and incident reports
- Proactive follow-up when concerns arise
- Early identification of students requiring additional support
- Student wellbeing surveys and programs
- Wellbeing week scheduled for each term
- Parent surveys and feedback

¹ Alignment with National Standards for School Leadership Governance and Culture | Working with Children (Risk Management and Screening) Regulation 2020 (Qld), Schedule 1, Section 2(1), (2)(a) and (2)(b) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s 6 (1), (2) and s9 (e)

Standard 2: Voice of children

Children are informed about their rights, participate in decisions affecting them and are taken seriously²



Brisbane Catholic Education's commitment to Standard 2

We strive to create a culture where every child feels safe, heard and confident to share their ideas or concerns. Our employees and volunteers are supported to engage respectfully with students, listen carefully, and respond to their immediate needs. BCE's school safeguarding storybooks and animation series help explain our policies, processes and key safeguarding concepts to students in age appropriate ways. We also support schools to deliver Consent and Respectful Relationships Education so students understand their rights, identify trusted adults, and build positive, healthy and respectful relationships. Each year, students across all BCE schools are invited to share their views through the *Tell Them From Me* survey. This feedback helps us understand how students are feeling, their concerns and how we can strengthen safety and support in our schools. Our Student Voice Program gives students a platform to contribute to BCE wide decisions affecting their safety, wellbeing and learning. Our Archdiocesan First Nations Student Representative Council and our Aboriginal and Torres Strait Islander Education Team help co-design culturally safe policies and practices.

What Standard 2 looks like at our school:

At St Elizabeth's, our curriculum planning embeds students' rights to safety, information, and participation through age-appropriate teaching on consent, respectful relationships, and protective behaviours. These concepts are delivered through Australian Curriculum units and structured cohort learning. Students engage in interactive, classroom-based lessons that build their understanding of personal safety, respect for themselves and others, and appropriate help-seeking. They are provided with regular opportunities to ask questions and participate in guided discussions.

In the classroom, teachers actively encourage students to speak up and share their voice, offering multiple avenues for participation to ensure every child feels heard. Our aim is to create a school environment where student voice is not only accepted but expected—so that when students need to express concerns, they feel confident and supported to do so. When safety concerns are raised, staff respond promptly and ensure students are informed of the outcome. This reinforces that their concerns are taken seriously and that they can expect a timely response. Staff at St Elizabeth's recognise that friendship, identity, and belonging are central to student safety and wellbeing, including for Aboriginal and Torres Strait Islander students. We are committed to whole-school programs such as Friendology and Mentally Fit, which strengthen the Personal and Social Capabilities of all students.

We actively involve parents and students in planning processes such as personalised learning plans and behaviour support plans where appropriate. During these meetings, Support Teachers take time to clearly explain the purpose of each plan and engage families in meaningful conversations that inform goal setting and reflection. Students in upper year levels are encouraged to participate in parent-student-teacher conferences to reflect on their academic progress and contribute to their own goal setting.

At a whole-school level, student input informs behaviour feedback and pastoral care programs through wellbeing surveys and weekly class discussions. Support staff participate in professional learning each term, focusing on contemporary issues affecting students today. Our EAL/D teacher plays an important role in recognising and celebrating cultural identity across the school.

² Together, these strategies help create learning environments where every student feels safe, valued, and capable of growth.

Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(8) (a) (ii) | Education (Accreditation of Non-state schools) Regulation (Qld) 2017 s 16(4) (a)-(b)

Standard 3: Family and community

Families and communities are informed and involved in promoting child safety and wellbeing³



Brisbane Catholic Education's commitment to Standard 3

Student safety, wellbeing and learning are best supported when families and schools work together and share responsibility for protecting students. At BCE, we believe informed and engaged families and communities are essential to creating safe learning environments. We support schools to partner with families in ways that are consistent, respectful, culturally safe and shaped by local needs. We also make sure families and community members have clear, accessible information about our safeguarding approach and how to raise concerns. Each year, parents and caregivers share their perspectives through the *Tell Them From Me* Parent Survey. This feedback helps BCE understand family experiences and concerns, guiding improvements that make our schools safer and more supportive for students.

What Standard 3 looks like at our school:

At St Elizabeth's, families are actively invited to participate in planning and decision-making processes that affect their child. This includes involvement in personalised learning plans, behaviour support planning, re-entry meetings following absence, and safety or wellbeing planning where required. Meetings are scheduled flexibly, and families are asked how they would prefer to engage, rather than being offered a single pathway. When working with Aboriginal and Torres Strait Islander families we recognise that decisions may involve extended family members or trusted community representatives. Staff ask families who they would like involved and make space for those voices, rather than assuming a nuclear family model.

St Elizabeth's recognises and encourages parent voice and ensures it is included in our operations and governance of the school. The school board, P&F includes advisory teams that are connected to the learning, wellbeing and community and leadership functions of the school as well as the class representatives and the informal parent meetings, feedback and concerns actively sought throughout the school year. Parent teams play a role in providing feedback to the St Elizabeth's Leadership Team as well as input into decisions relating to activities within the St Elizabeth's community (e.g. camp, interschool sports, celebration days, professional speakers and presentations etc) St Elizabeth's School includes First Nations families where possible and community representatives on our Reconciliation Action Plan Working Group and school initiatives. Consultative groups across the school, are enlisted to review school policies and practices through cultural and lived-experience lenses where applicable.

At St Elizabeth's, safeguarding-related operational decisions are shared clearly with families, including the reasoning behind changes, through a variety of accessible methods (e.g. social media, flyers, newsletter, community meetings). Parent and carer boards and committees provide structured opportunities for families to contribute to school direction and decision-making, with relationship-based efforts to engage families who may feel less confident participating in formal governance structures.

Our school maintains partnerships with local organisations and community services to support children and families, strengthening shared responsibility for safety and wellbeing, particularly for families who may experience additional barriers to engagement.

³ Alignment with National Catholic Safeguarding Standards: Standard 3 Partnering With Families Carers And Communities | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(8) (a) (ii) | Education (Accreditation of Non-state schools) Regulation (Qld) 2017 s 16(4) (a)-(b)

Standard 4: Equity and diversity

Equity is upheld and diverse needs respected
in policy and practice⁴



Brisbane Catholic Education's commitment to Standard 4

Every student deserves to flourish and has the right to learn in a safe, supportive and inclusive environment, free from discrimination, bullying and harassment. BCE supports all students, regardless of background, identity or ability, to access and fully participate in their learning. We embed equity at the heart of our culture through the Student Diversity and Inclusion Policy, the Student Wellbeing Policy and the Queensland Catholic Education Council's Inclusive Practice in Catholic Schools. We expect school practices to reflect each child's circumstances and needs, and to prioritise culturally safe, trauma informed approaches in planning, communication and engagement. The Engage Student Support System and the Multi Tiered System of Supports (MTSS) help schools provide a student centred, comprehensive continuum of support. These systems enable collaborative, targeted and personalised assistance for diverse learners. We also provide children with opportunities to learn about different cultures, people and communities through the Aboriginal and Torres Strait Islander Histories and Cultures Cross Curriculum Priority and the Australian Curriculum.

What Standard 4 looks like at our school:

At St Elizabeth's, staff are committed to considering each student's unique circumstances before addressing issues related to behaviour, learning, or wellbeing. When needed, routines, expectations, and supports are changed - either temporarily or long-term - to match what the student is experiencing instead of applying a uniform approach. These modifications are noted in their individual support plan (if applicable), which is routinely reviewed with everyone involved: the student (in an age-appropriate way), their family, and any additional supports, including external agencies if parents provide consent. By considering these factors, we can address each student's needs effectively and reinforce our commitment to a strong, individualised, trauma-informed approach.

In the same way, Key St Elizabeth's staff collaborate when developing activity risk assessments to ensure the individual needs of students are appropriately considered during activity planning. By carefully and considerably managing the information shared, staff evaluate each activity in relation to how it may be experienced by the students involved. St Elizabeth's recognises that some students experience additional barriers to feeling safe, included and heard, and we take deliberate steps to respond to this in our operations and everyday practice. This includes recognising that students may experience overlapping identities and layered experiences and responding in ways that are supportive culturally safe, inclusive and trauma-informed, tailored to the student and their individual context. Cultural safety and inclusion are embedded into behaviour support and wellbeing responses, curriculum, complaints and reporting processes and professional learning, so staff build confidence in supporting complex and intersecting needs. Student Wellbeing surveys are conducted regularly to ascertain student voice and perspective on events happening in and around the school.

At St Elizabeth's we understand and value different knowledge systems and perspectives about student safety and that valuing is visible in what we prioritise, how we listen, and how decisions are made. At St Elizabeth's we are committed to making our school space safe and inclusive.

At St Elizabeth's, our students are regularly reminded of who they can talk to if they feel worried or unsafe. This happens through classroom discussions, assemblies, visual resources and informal conversations, rather than being limited to induction or one-off lessons. We use the Safeguarding School Resources, which are a suite of child-friendly and accessible resources designed to explain BCE specific safeguarding policies, processes, and key concepts to students.

⁴ Alignment with National Catholic Safeguarding Standards: Standard 4 Equity Is Promoted And Diversity Is Respected | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(3) (a) (ii) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s 11, s 15 (a)

Standard 5: People

People working with children are suitable and supported to reflect child safety and wellbeing values in practice⁵



Brisbane Catholic Education's commitment to Standard 5

BCE supports schools to ensure that everyone working or volunteering with students is suitable, safe and capable of upholding child safety and wellbeing. Our recruitment and screening processes embed safeguarding at every stage, from role design and advertising through to interviews, reference checks, onboarding and performance development. The Employee and Volunteer Screening Procedure includes a role risk matrix, Blue Card screening requirements and clearly defined responsibilities. These help leaders identify potential risks to student safety and wellbeing and respond appropriately. BCE's Human Resource Information System, Ignite, operationalises these procedures and helps employees monitor and maintain their safeguarding screening requirements. Our Procurement Procedure requires all external providers engaging with BCE offices or schools to be child safe and compliant with relevant legislation. The Risk Management Framework guides how we monitor safeguarding practices in schools through established quality control mechanisms. These processes ensure schools can safely engage employees, volunteers and third parties, with appropriate oversight, training and supervision in place before any child related work occurs.

What Standard 5 looks like at our school:

In line with our implementation plan, at the end of Term 4 we will explain:

- How we screen and onboard employees, volunteers and third parties
- How we ensure safe supervision and conduct
- How we apply BCE recruitment and HR procedures for employees and volunteers
- How we track and keep safeguarding screening requirements current
- Evidence of practice and planned improvements

⁵ Alignment with National Catholic Safeguarding Standards: Standard 5 Robust Human Resource Management | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(8)(b) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s 15 (b)

Standard 6: Complaints management

Processes to respond to complaints and concerns are child focused⁶



Brisbane Catholic Education's commitment to Standard 6

BCE fosters a culture where concerns about safety and wellbeing can be raised openly, respectfully and without fear. We support child focused complaint pathways that are accessible to students, families, employees and community members. Our policies and procedures outline reporting requirements, cooperation with authorities, and expectations for timely and safe responses to concerns. From 1 July 2026, BCE will implement Queensland's Reportable Conduct Scheme. This means BCE will report any reportable allegation or conviction, conduct investigations, provide interim and final reports to the Queensland Family and Child Commission, and immediately notify police of any suspected criminal conduct within required timeframes. BCE provides guidance and training to ensure complaints are handled in trauma informed and culturally safe ways, supported by Aboriginal and Torres Strait Islander Participation Officers and expertise from safeguarding, student protection, legal, wellbeing, school operations and program teams, and employee relations and investigations teams. System wide improvements are strengthening complaint handling processes, creating clearer pathways and embedding safeguarding expertise across the framework. These structures help schools respond to concerns with transparency, sensitivity and procedural fairness.

What Standard 6 looks like at our school:

At St Elizabeth's students, staff and families are encouraged to raise worries, concerns or complaints early, and we treat this as an important part of keeping students safe and well. We view complaints and feedback positively and with a solution-focused mindset. They provide valuable opportunities to listen, learn and improve and help us to strengthen our practices.

Students are regularly reminded who they can speak to if they feel unsafe, worried or uncomfortable, including classroom teachers, the Guidance Counsellor, Student Protection Contacts and school leadership. These messages are taught as part of our 'Reach for the Stars' student induction program at the beginning of the year and then reinforced through termly 'resets', classroom conversations, assemblies, visual resources and everyday interactions so that speaking up is understood as a normal and supported part of school life.

To support students to speak up and seek help, we use Brisbane Catholic Education safeguarding resources, including *The Very Bad Day*. These age-appropriate resources help students understand their rights, identify trusted adults, and build confidence in raising concerns, making a complaint, or asking for help when something does not feel safe.

St Elizabeth's Catholic Primary School follows Brisbane Catholic Education's system-wide policies and procedures for complaints and concerns. This includes adhering to the BCE Complaints Policy, the Student, Parent and Guardian Complaints Management Procedure, and the requirements of the Reportable Conduct Scheme. Together, these frameworks provide clear guidance for reporting, escalating and responding to complaints, including mandatory reporting obligations and circumstances where matters must be referred to external authorities. To ensure staff are confident in implementing these requirements, regular professional learning is provided. Staff participate in complaint-handling refresher training using real-life scenarios once per year and this information is included as part of our staff handbook.

Where a complaint or concern involves a student, staff aim to respond in a child-focused, trauma-informed and culturally safe way. We try to limit repeated retelling and questioning, use calm and age-appropriate language, consider timing and location, involve trusted adults where appropriate, and check what support the student needs before, during and after the process. This helps students feel heard, believed and supported, and reduces the risk of causing further distress.

Together, these strategies and actions ensure that complaints and concerns are managed consistently, appropriately and in the best interests of the safety and wellbeing of all members of our school community.

⁶ Alignment with National Catholic Safeguarding Standards: Standard 6 Effective Complaints Management | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2 (4) (b) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s7 | Child Safe Organisations Act (Qld) Chapter 3

Standard 7: Knowledge and skills

Staff and volunteers of the entity are equipped with the knowledge, skills, and awareness to keep children safe through ongoing education and training⁷



Brisbane Catholic Education's commitment to Standard 7

BCE builds a confident, capable and culturally aware workforce committed to children's safety and wellbeing. Our Mandatory Safeguarding Training Framework sets clear onboarding and refresher requirements for all employees. Every year, BCE employees complete online student protection training covering indicators of child harm, grooming behaviours, how to respond to disclosures and mandatory reporting requirements. School staff also participate in additional face to face training each term on topics related to student safety and wellbeing. Staff who serve as Student Protection Contacts (SPCs) receive advanced training in managing disclosures and supporting colleagues to keep students safe. Volunteers and third party providers complete mandatory safeguarding onboarding before commencing any child related work, along with annual refreshers recorded in school registers in line with the Volunteer Policy and Procedure and Third Party Safeguarding Guidelines. BCE has developed a Cultural Learning Plan and Cultural Capability Framework to strengthen cultural competency and responsiveness, promote cultural safety and BCE's Ngutana-Lui Centre provides curriculum-aligned cultural learning for students and staff. All employee training is tracked through BCE's Learning Management System (iLearn), which issues automated reminders and provides compliance reports to managers.

What Standard 7 looks like at our school:

In line with our implementation plan, at the end of Term 4 we will explain:

- How employees, volunteers and third parties complete required safeguarding training
- How the school reinforces safeguarding practice throughout the year
- How cultural capability is embedded in training
- How the school monitors and supports employees and volunteers to undertake mandatory training
- Evidence of practice and planned improvements

⁷ Alignment with National Catholic Safeguarding Standards: Standard 7 Ongoing Education and Training | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(8)(b) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s16, 4 (c)

Standard 8: Physical and online environments

Physical and online environments promote safety and wellbeing and minimise the opportunity for children to be harmed⁸



Brisbane Catholic Education's commitment to Standard 8

BCE is committed to creating healthy, safe and productive physical and online environments that support student wellbeing, prevent harm and safeguard everyone involved in our activities. We take a holistic, strengths-based approach that recognises all dimensions of a child's wellbeing – physical, social, spiritual, emotional and cultural. Building plans are reviewed with a focus on environmental risks that may affect children's safety. The BCE Health, Safety and Wellbeing (HSW) Policy and BCE Safeguarding Guidelines for School Design provide practical guidance to build safe, inclusive spaces with strong visibility, supervision and access control. To support online safety, BCE aligns with the eSafety Commissioner's Best Practice Framework and delivers the Australian Curriculum for Online Safety (P–10). The Acceptable Use of Devices and Digital Resources agreement promotes safe digital behaviour and is supported by content filters and monitoring tools. Policies such as the Employee Code of Conduct, IT Acceptable Use Policy and Privacy Policy outline expectations for safe online behaviour. BCE provides guidance to help schools maintain safe digital environments, and student safety considerations are embedded in risk assessments, school risk registers and organisation wide risk management processes.

What Standard 8 looks like at our school:

At St Elizabeth's Primary School, Tarragindi, student safety and wellbeing are considered across the whole school day, in all physical and online school environments. Our policies and practices at St Elizabeth's are guided by the system-wide expectations for safe, respectful and professional conduct in all school environments, including online environments are BCE's Code of Conduct, Student Protection Processes and Guidelines, Safeguarding Policy, Student Protection Policy, Information Security Policy and IT Acceptable Use Policy.

Active supervision in the playground is an important safeguarding practice at St Elizabeth's. Duty rosters, staff briefing reminders and agreed active supervision expectations help staff remain visible, mobile and alert during higher-risk times such as lunch breaks, before and after school, transitions and wet-weather routines.

Staff pay attention not only to physical risk, but also to signs of exclusion, bullying, distress, racism or discomfort in these settings. Staff know students well and use predictable routines, calm spaces, trusted adults and adjusted support, documented in personalised support plans, safety plans, behaviour support plans and crisis management plans for students who may have increased vulnerabilities.

St Elizabeth's has clear expectations for the safe use of school-owned and personal devices at school, including when devices may be used, where they are stored, how students are supervised, how photos or recordings are managed, and how staff respond to misuse, unsafe contact, bullying, racism, inappropriate content or breaches of privacy. Safety controls, such as filtering, approved platforms, restricted settings, supervision and reporting pathways, are balanced with students' rights to learn, connect, seek help, access age-appropriate information and participate safely in digital learning.

At St Elizabeth's, risk assessment and management forms part of regular operational decision-making. Risk assessments consider risks arising from the setting, activities and physical environment, both on and off campus, including supervision, visibility, access, student wellbeing, cultural safety and individual student needs and are created collaboratively and then reflected on to ensure continuous improvement. Volunteers are managed through a clear sign-in, induction and supervision process that helps reduce risks while supporting students' participation in school life. Volunteers sign in and out at the office, wear visible identification while onsite, confirm any required Blue Card or screening requirements, and receive induction information before commencing their role.

⁸ Alignment with National Catholic Safeguarding Standards: Standard 8 Safe Physical And Online Environments | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s 18 (1) s19

Standard 9: Continuous improvement

Implementation of the Child Safe Standards is regularly reviewed and improved⁹



Brisbane Catholic Education's commitment to Standard 9

BCE is committed to continual review, learning and strengthening of safeguarding practice across both system and school levels. Ongoing improvement ensures our policies, frameworks and practices evolve in response to emerging issues, data and feedback, and remain effective in preventing harm and promoting wellbeing. System wide reviews are carried out by the Assurance Team, Risk and Compliance Team and through school accreditation processes. These reviews assess the effectiveness of safeguarding measures and identify opportunities to strengthen practice. Critical incidents also trigger structured post incident reviews to identify risks, evaluate responses and enhance wellbeing supports for students and employees. Governance committees, including Safeguarding, Risk and Assurance, and People and Safety, monitor trends and support system wide improvements. Schools are supported to monitor their own safeguarding indicators, such as Blue Card compliance, attendance, bullying and wellbeing data, enabling a local cycle of review, reflection and continuous improvement.

What Standard 9 looks like at our school:

St Elizabeth's regularly reviews and strengthens safeguarding practices through structured, evidence-informed processes. With the implementation of the Queensland Child Safe Standards in 2026, the school has commenced a comprehensive and progressive review of all aspects of student safety and wellbeing, ensuring safeguarding practices remain current, responsive and effective.

Staff, families and the wider community can clearly see how safeguarding practices are reviewed and improved over time. The school uses multiple mechanisms to evaluate safeguarding effectiveness, including consultation with students, families and staff, analysis of wellbeing and behaviour data, and evaluation of student safety across learning and play environments.

At St. Elizabeth's, safeguarding effectiveness is monitored through regular analysis of wellbeing and behaviour processes, PB4L data and incident information. These data sources are reviewed to identify patterns, emerging risks and areas requiring adjustment. This approach supports early intervention and informs changes to practice, environments and routines to strengthen student safety and wellbeing. Wellbeing surveys are conducted each term; information is analysed which then informs changes to school routines and processes. Staff reflection meetings, feedback processes and review of curriculum and supervision practices are used to monitor progress and assess the impact of safeguarding actions.

Support meetings and Student protection contacts meeting are held regularly to discuss processes and procedures identifying ways of improvement and changes required to enhance student wellbeing across the school. These forums provide opportunities to analyse information, reflect on incidents or concerns, and identify actions that can enhance student safety and wellbeing. All staff have completed mandatory training and play an active role in safeguarding.

Safeguarding messages are reinforced through assemblies, conversations and engagement with students and families. Fortnightly newsletters help parents stay up to date with relevant information concerning the events at school and ways families can be involved in the life of the school. Articles in the newsletter also include various ways parents may seek assistance, and support.

⁹ Alignment with National Catholic Safeguarding Standards: Standard 9 Continuous Improvement | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) sch 1 s 2(6)(a) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld) s20

Standard 10: Policy and procedures

Policies and procedures document how the entity is safe for children¹⁰



Brisbane Catholic Education's commitment to Standard 10

The Archdiocese of Brisbane Safeguarding Framework guides safeguarding practice across all Catholic entities, including BCE. The BCE Safeguarding Policy sits within this framework and is supported by a range of policies, procedures and guidelines designed to protect student safety and wellbeing. Under the BCE Policy Governance Framework, all policies are reviewed at least every three years through consultation, governance checks and formal approval. This ensures they remain current, reflect best practice and continue to support student safety, wellbeing and cultural safety. Consultation ensures policies reflect lived experience and meet the diverse needs of school communities. BCE is also working to make policies easier to understand and use, including creating child friendly resources. Policies and procedures are accessible to students, families, volunteers and third parties through BCE and school websites, and are available internally to employees through Spire. Safeguarding responsibilities are embedded in the BCE Leadership Capability Framework, ensuring leaders consistently communicate, model and apply policy requirements.

What Standard 10 looks like at our school:

At St Elizabeth's, we use BCE policies and procedures which are regularly reviewed and updated to ensure they address the requirements of the Child Safe Standards and the Universal Principle and include clear procedures for safeguarding children. These policies and procedures are adopted and contextualised at the school level and are translated into local practice through the School Safeguarding Plan, School Safeguarding Self-Assessment and Safeguarding Action Register, which collectively describe how student safety, wellbeing and cultural safety are embedded across school operations. School-based policies, including the Uniform Policy and the Reconciliation Action Plan (RAP), further embed the Child Safe Standards and the Universal Principle by documenting expectations related to inclusion, belonging, cultural safety and respectful relationships. These documents ensure safeguarding commitments are consistently reflected in policy, practice and school culture.

Families and the wider community are informed about safeguarding policies and procedures through parent information sessions, newsletters and website publications. Clear information about how to raise concerns, student protection processes, supervision arrangements and wellbeing supports promotes shared responsibility and confidence in school procedures. Feedback from families and the community is actively sought and used to refine local safeguarding practices, ensuring policies remain responsive, inclusive and effective. St Elizabeth's uses the BCE Safeguarding Storybook series to communicate safeguarding messages and policies to our students in a child-friendly way. These resources help students understand that their safety and wellbeing are our priority, while also supporting staff to model and facilitate open, age-appropriate conversations about safeguarding and wellbeing topics. Key safeguarding processes are explained to parents during parent information nights and regular communications via the school newsletter.

Leadership oversight of training requirements, policy expectations and safeguarding processes ensures that policies are not only documented, but actively enacted. Student Protection Contacts are supported by leadership, and safeguarding expectations are consistently reinforced across the school.

¹⁰ Alignment with National Catholic Safeguarding Standards (NCSS): Standard 10 Policies And Procedures Support The Safety Of Children And Adults | Working with Children (Risk Management and Screening) Regulation 2020 (Qld) s 2 (3-6) | Education (Accreditation of Non-State Schools) Regulation 2017 (Qld)

