

29 April 2014

Dear parents / guardians

C&K is proud to release the first stage of C&K's new Child Protection Framework. The framework is a significant change to C&K policy and demonstrates C&K's strong commitment to the provision of high quality education and care. With 20,000 children enrolled at C&K services across Queensland, C&K has a responsibility to implement policies and procedures which protect children's health, safety and wellbeing.

C&K's Child Protection Framework has four areas of policy / strategy. The framework will provide greater guidance for educators to prevent, advocate, respond and report on child protection matters.

Stage one release of the Child Protection Framework:

- FW:08 Child protection framework
- CP: 01 Policy Preventing child harm and supporting families
- CP: 03 Policy Child protection record keeping and reporting
- CP: 04 Policy Child protection and continuous improvement
- CP: 02.02 Procedure Child missing from a service or not accounted for
- CP: 02.03 Procedure Responding to a disclosure or suspicion of harm to a child
- CP: 02.06 Procedure When a child is locked in or out of a service
- CP: 02.07 Procedure Working with child safety and the police
- CP: 03.04 Procedure Reporting suspected child harm (outside the service)
- CP: 03.02 Procedure Incident reporting
- CP: 02.03.01 Quick Reference Guide Responding to a disclosure of harm to a child
- CP: 02.07.01 Quick Reference Guide When child safety contacts a service
- CP: 03.02.01 Quick Reference Guide Completing SI01 and NL01 forms
- CP: 02.11.T1 Template Action Plan
- CP: 02.03.F1 Form Child concern



To ensure educators become familiar with the Child Protection Framework, a number of face to face and online training sessions were held in February and March. In addition, a number of support resources have been developed to assist educators engage and become familiar with framework.

If you would like a copy of any of the above framework documents or have any questions, please approach your service director.

Kind regards



Chris Kyranis

Acting General Manager Children's Services