SAFE policy update and procedures

Mount Tamborine Convention Centre | PO06 supplement | Version 1.0 | Prepared 28 October 2026

For MTC Board adoption. No Board approval or effective date is asserted by this draft. The legal reporting duties described here already apply. Owner: CEO. Review: within 12 months of adoption, and sooner after an incident or relevant legal change.

Purpose and relationship to existing documents

We want children and vulnerable people to be safe, heard and respected across MTCC conventions, camps, accommodation, venue hire and online activity. This update keeps the Christian commitment and core framework of SAFE People, Places and Events (PO06, May 2020), and supplies the procedures needed to put it into practice under current Queensland requirements.

On Board adoption, read this supplement with PO06. Its specific amendments on page 7 replace the identified older clauses in PO06, PO04, PO05, PO09G, PO09E and PO02. Other provisions remain in force. Page 6 supplies the safeguarding requirements for hirers; it does not replace PR08 food hygiene or current public health requirements. The companion Operational Forms and Quick Reference Guide implement this update.

Scope and meaning

A child is anyone under 18. A worker is anyone performing work for MTCC, including employees, volunteers of any age, directors, religious leaders, contractors, subcontractors, consultants, labour-hire staff, trainees and work experience participants. This scope extends the older PO06 wording beyond people directly conducting child-related activities. Hirers must meet the site requirements and their own legal duties.

A vulnerable adult is a person aged 18 or over who may need support to protect themselves from harm or exploitation. Vulnerability may be temporary or ongoing; do not assume that a person lacks capacity because of disability, age, culture or language. The child-specific schemes do not automatically apply to adults.

Current framework

MTCC must implement the ten Queensland Child Safe Standards and the Universal Principle of cultural safety for Aboriginal and Torres Strait Islander children. Religious-body Standards obligations commenced on 1 April 2026; the Reportable Conduct Scheme commenced on 1 July 2026. MTCC operates children’s programs and overnight camps and is to operate as an in-scope child safe and reporting entity. [S1, S2, S10]

The current Blue Card Act is the Working with Children Check Act 2000. The former statutory child and youth risk management strategy requirements have been replaced by the Child Safe Standards. Keep MTCC’s useful risk controls and annual Board review; do not use the old eight-requirement checklist as a substitute for the Standards. [S8, S13]

Responsibilities and prevention

Who is accountable

The MTC Board approves and resources safeguarding, reviews compliance at every ordinary meeting, manages conflicts and checks that controls work. Its oversight does not transfer the Head of Entity's legal duties.

The CEO is MTCC's Head of Entity under the Act, subject to any applicable regulatory designation. The public leadership directory identifies Ross Dinnar as CEO. The CEO oversees prevention, prompt reports, risk management, investigations, records and insurer notifications. Delegated tasks and acceptance are recorded in writing; overall statutory accountability remains with the head. [S1 ss 7 and 30; S15]

Use the safeguarding concern form at www.mtcc.org.au/safe/. The Board Chair, Bill Vine, receives concerns about MTCC staff, including the CEO. All other concerns go to Ross Dinnar, CEO. These are intake routes, not substitutes for reporting to the legally required recipient. Bill must promptly bring a reportable matter about a worker other than the CEO to the Head of Entity. Concerns about the CEO go directly to QFCC; Bill coordinates an unconflicted Board response with QFCC. No person investigates or decides a matter about themselves.

The CEO assigns a named event safeguarding contact and an available backup before each MTCC event. Each hirer names its own leader. Display contacts and the reporting page at check-in and children's areas. If a contact is implicated, unavailable or unsafe to approach, use the other contact, an unconflicted Board member or an external authority immediately.

Recruitment and ongoing suitability

- Before appointment, define the role and safeguarding expectations, verify identity, interview for suitability, obtain two relevant referee checks including the most recent relevant employer or ministry where practicable, review gaps or concerning history, and record a suitability decision. Obtain role-specific qualifications and any additional lawful checks justified by the role.
- Assess each role against current Blue Card categories, including overnight camps, religious activity and business operators. Verify required Blue Cards or exemption authorities and link the person to MTCC before regulated work starts. A card held elsewhere is not proof of linking. Record and justify any legal exemption; do not assume a parent, visiting speaker or one-off volunteer is exempt. [S8, S9]
- Maintain one restricted worker register with role, screening approval, card category and status, verification and linking date, expiry, training, signed code and supervisor. Monitor status and expiry; stop regulated work immediately if required clearance lapses, is suspended or cancelled, or a person is prohibited. Follow Blue Card notification and delinking requirements. No unchecked worker fills a roster gap.
- All workers receive role-appropriate safeguarding induction before serving: recognising harm and grooming, cultural safety, boundaries, personal reporting duties, complaints, confidentiality and emergency action. Record completion, brief for each event, and refresh at least every two years and promptly after material change. Two-year renewal is MTCC's proposed practice, not a universal statutory training period.

Use Safe Ministry for MTCC training and compliance checking, including the worker register. The CEO sets required courses and expiry rules for each role. Verify actual clearance and MTCC linking through official processes where required; a dashboard does not displace statutory checks. Keep incident case files separately with restricted access.

Supervisors check conduct and wellbeing, address warning signs and reassess suitability when duties or information change. A Blue Card does not replace supervision or reporting. Workers sign PO04 and page 7 commitments before serving.

Safe programs and participation

Practical boundaries

- Plan and roster at least two approved adults for children's programs, with additional adults for age, numbers, disability, activity and setting. Record ratios and relief cover in the event risk assessment; do not claim that a generic ratio is a legal standard. Junior helpers do not count as supervising adults. If safe cover is unavailable, pause the activity or return care safely to an authorised carer.
- Keep interactions observable and accountable. No planned isolated one-to-one activity, private bedroom visit, secret relationship, personal gifts or favouritism. Emergency or necessary personal care must use the least intrusive safe response, summon assistance and be recorded and reviewed promptly.
- Respect the child's wishes, dignity and privacy. No sexual conduct, grooming, humiliating or discriminatory treatment, corporal punishment, threats, degrading spiritual pressure, rough handling or exploitative use of authority. Physical contact must be necessary, appropriate and visible; a child can decline affection. Use positive behaviour support. Physical intervention is limited to lawful, necessary immediate protection, by the least restrictive means; record and escalate every use.
- Use approved organisational communication channels. Include an authorised parent/carer or another approved adult in communications with children; no disappearing messages, private social-media relationships or personal follow-up outside the authorised role. Report boundary crossings even if no abuse is established.
- Obtain informed parent/carer permission and the child's agreement, appropriate to age, for identifiable images; explain intended uses. Use authorised photographers and approved storage, avoid names or live locations linked to images, respect refusal and promptly stop future use when permission is withdrawn where practicable. No photography in toilets, change rooms or sleeping areas.

Care at camps and events

Before each event, the leader records supervision areas, attendance, authorised collection, missing-child response, room allocations, toilets and changing, overnight supervision, first aid, allergies and medication, emergency access, transport, online risks and contacts. For MTCC programs, sign children in and out and release only to authorised people under the recorded arrangement; any independent departure needs recorded parent/carer authority suited to the child and activity.

Sleeping arrangements must prevent an unrelated adult sharing private sleeping space with a child. Document age-appropriate separation, privacy, night checks, access controls and an accessible way to get help. Any care-related exception requires an individual, consent-based safety plan and accountable supervision. Staff and contractors announce entry, use a second adult where children are present, and avoid room maintenance while children are undressed or alone.

Agree toileting or disability assistance with the child and carer in advance; use trained authorised helpers and privacy-preserving accountability. Do not improvise intimate care alone. Use planned, authorised transport, approved drivers and restraints; avoid a worker travelling alone with a child, except unavoidable immediate protection, which must be reported and documented.

Children and families have a voice

Tell children they can say no, ask for help and speak to any trusted adult; offer simple verbal, written and assisted reporting. Never require a child to use a form, confront the person concerned, reconcile, or get parental permission before raising a concern. Invite feedback after programs and show what changed. Ask families about communication, cultural, disability and access needs. Arrange an independent professional interpreter for sensitive matters when needed, at MTCC's expense. Act on racism and consult Aboriginal and Torres Strait Islander children and families about cultural safety across all practices. [S10, S11]

Receiving and reporting concerns

Act immediately

1. Protect. Call 000 for immediate danger or urgent medical help. Arrange safe supervision and first aid. Do not put yourself or others at risk.

2. Listen. Stay calm; take the person seriously; thank them for telling you. Let them use their own words or communication method. Do not promise secrecy, interrogate, ask leading questions, confront the person concerned or conduct an informal investigation. Explain that you will share with people who can help keep them safe.

3. Report. Make required external reports promptly, and inform the appropriate MTCC contact immediately. Report every concern under MTCC policy, including peer harm, grooming indicators, unsafe practices, historical disclosures, boundary breaches and concerns about vulnerable adults. Proof is not required.

4. Record. As soon as possible record what was seen, heard or disclosed, exact words where possible, dates and times, those involved, risks, immediate action and reporting references. Distinguish observation from opinion. Preserve original messages and other evidence securely; do not copy or forward child abuse material. Ask police how to preserve it.

External routes run alongside internal reporting

Police: report suspected crime promptly; call 131 444 for non-emergency police matters. Under Criminal Code s 229BC, an adult who receives information causing, or which ought reasonably to cause, a reasonable belief that another adult has committed or is committing a child sexual offence must disclose it to police as soon as reasonably practicable unless a reasonable excuse applies. The statutory child-age test is under 16 at the relevant time, or a person with an impairment of the mind. MTCC's safeguarding policy covers every under-18. Reasonable excuses are fact-specific; do not assume telling MTCC or lodging this form discharges the police duty. [S5]

Child Safety: report concerns of significant harm or risk and seek advice if unsure. South East Regional Intake: 1300 679 849, Monday to Friday 9 am to 5 pm; after hours: 1800 177 135. Statutory mandatory reporters, such as teachers, doctors, registered nurses and relevant other professionals, must follow their Child Protection Act duties, including the applicable significant physical/sexual harm and parent able-and-willing-to-protect tests. Other MTCC workers report under this policy and may report directly. [S6, S7]

QFCC: workers who become aware of a reportable allegation or conviction must report to the Head of Entity as soon as practicable; if it concerns the head, report directly to QFCC. The Act contains a qualification where the worker reasonably believes another person has already made that report. Anyone can contact QFCC directly at any time. The MTCC form sends an internal notification only. [S1 s 33]

Duty to protect: accountable adults with power or responsibility to reduce a known significant risk of institutional child sexual offending must act under s 229BB. Do not wait for an offence before removing or reducing the risk. This is not a statement that every adult has the same statutory power or duty. [S5]

Support and confidentiality

The recipient assesses safety on receipt; the acknowledgement target is within two business days if safe contact details are supplied. That service target never delays urgent action or statutory reporting. Agree safe updates and support. Seek police/Child Safety advice before contacting parents or the subject where this could increase risk or prejudice an investigation. For vulnerable adults, respect informed choices and autonomy unless law or immediate safety requires otherwise. Do not retaliate against anyone who raises a concern or assists an investigation in good faith. Anonymous reports are accepted.

Managing reportable conduct

This procedure applies to allegations and reportable convictions about MTCC workers. Conduct outside work is covered. For former workers, the Act's s 32 connection must be assessed: alleged conduct during the period of work for MTCC, or conviction during that period. Refer uncertain historical or jurisdictional cases to QFCC rather than closing them without advice. [S1 ss 26 to 37]

Identify and protect

Reportable conduct has six categories: child sexual offence; sexual misconduct in relation to or in the presence of a child; ill-treatment; significant neglect; physical violence in relation to or in the presence of a child; and behaviour causing significant emotional or psychological harm. Grooming may be a sexual offence or misconduct, rather than a separate seventh category. Consider patterns as well as individual acts. Assess statutory exclusions and thresholds using QFCC guidance; record the basis if a matter is assessed outside the scheme. A reasonable belief of possible reportable misconduct is enough; do not await proof.

On receipt, record both the organisation's first receipt time and the head's awareness time. Assess risks to the child, other children, witnesses, reporter, worker and evidence; impose and review proportionate interim controls, including removal from child contact where needed. A protective stand-down is not a finding of guilt. Contact police immediately about suspected crime. Maintain QFCC reports and safety controls even if police require parts of an internal investigation to pause.

Meet the reporting deadlines

- Within 3 business days after the head becomes aware: submit the initial written report to QFCC. Include allegation/conviction details; worker name and aliases and date of birth if known; head's name; entity name, address and telephone; police/sector-regulator contact; and action taken or proposed, including immediate child-contact restrictions. Record category, awareness date, role and current status, Blue Card details if known, and notification reference. Incomplete information is not a reason to miss the deadline.
- Within 30 business days after the same awareness date: send an interim report or a completed final report. The interim report records available facts, updated actions and risks, and copies of the worker's written submissions. Obtain any QFCC extension explicitly; do not assume one.
- As soon as practicable after the investigation ends: send the final report, including facts, findings and reasons, documents relied on, other entity referrals, risk/disciplinary actions and system improvements, or reasons for taking no action. Report every outcome, including unsubstantiated matters. Keep QFCC receipts and any follow-up correspondence. [S1 ss 34 to 37; S3]

Investigate fairly and act on the outcome

Start planning as soon as practicable. Tell QFCC an investigation is being conducted and give the investigation contact's details. Appoint a competent, impartial investigator; use an external investigator for leadership conflicts or where expertise or capacity is insufficient. If MTCC cannot reasonably investigate, promptly tell QFCC why and seek direction under s 36(2). Do not simply leave the matter unresolved.

Document scope, allegations, evidence, interviews, child-sensitive and culturally safe participation, support, timetable, risks and conflicts. Coordinate with police. Provide fair notice and opportunity to respond. Before finalising, give the worker written notice of proposed adverse findings and reasonable time for written submissions, and consider them. Make reasoned findings on the balance of probabilities; use QFCC outcome categories. [S1 s 36; S4]

Implement appropriate employment/volunteer, Blue Card, insurer and other regulator actions; review ongoing suitability and risks even if the criminal threshold is not met. Support those affected, provide safe outcome information within legal limits, and review control failures. Bill manages CEO conflicts with QFCC and unconflicted directors; receipt by Bill does not automatically appoint him statutory Head of Entity.

Hirers contractors and site risks

Before a group arrives

Use the Event and Hirer Safety Record in the Operational Forms for every event attended by children, including family conventions with no separate children's program. The group and MTCC identify in writing who supervises each activity, the first-aid lead, overnight arrangements, incident contacts and responsibilities. A hirer's responsibilities do not remove MTCC's own duties for its workers, premises and programs.

The hirer provides its safeguarding policy, a named on-site lead and backup, evidence that its required workers are screened, trained and hold current Blue Card clearances linked as legally required, and its event risk assessment. MTCC verifies what is needed for its own obligations; a hirer's assurance is not a substitute for MTCC checking and linking its own workers. The CEO assesses higher-risk bookings and may pause unsafe activities until controls are in place.

Give contractors a short safeguarding and site induction, planned work zones and access rules, a supervisor and reporting contacts. Check actual Blue Card category coverage rather than treating every contractor as either automatically exempt or automatically required. Maintenance staff with only incidental contact may fall outside a category only where all exemption conditions apply. [S9]

Controls added to the existing site risk register

Risk	Minimum control and owner
Isolated spaces and unrelated groups	Event leader maps supervised and restricted areas, checks visibility, manages visitor access and group separation; MTCC site lead controls keys and maintenance entry.
Bedrooms toilets and night access	Event leader records room allocations, privacy, night supervision and help route; MTCC site lead addresses locks, lighting and blind spots before arrival.
Grooming peer harm and online contact	Supervisors check boundaries and peer behaviour; approved communication and photography only; all workers escalate warning signs.
Missing child or unsafe collection	Leader keeps attendance/headcounts and authorised collection record; immediate search coordination and police escalation proportionate to risk; never delay 000 for an urgent threat.
Delayed report or leadership conflict	Recipient acts immediately, logs head-awareness time and deadlines, and uses the alternate/external route; CEO and Board Chair ensure holiday cover.
Medical needs access and cultural safety	Leader checks allergies, care and communication plans, first aid and evacuation needs with families; asks children what helps them feel safe.
Sensitive information exposed or lost	Case owner uses restricted records and approved systems; site and mail administrators minimise access, copies, retention in technical logs and public disclosure.

For each risk, record the actual location/activity, initial and residual likelihood and consequence, control, named owner, due date and evidence checked. Do not inherit the old register's "low" ratings without assessment. Use Low, Medium, High and Extreme or MTCC's existing approved matrix consistently; unresolved high or extreme risks require further controls and CEO approval before the activity proceeds.

During and after the event

Leaders brief workers and families; children know who can help. Monitor controls throughout, record incidents and changes, and coordinate with MTCC and the hirer without delaying statutory reports. After each event, invite child and family feedback and debrief safety issues; assign and track corrective actions. Reportable conduct involving another entity's worker is referred to that entity and QFCC as appropriate, while MTCC separately assesses its own workers and duties.

Targeted amendments to existing policies

The following changes take effect on Board adoption of this supplement. They are deliberately limited to safeguarding and related privacy or responsibility clauses.

PO06 SAFE People Places and Events

Replace references to the 2011 risk-management Regulation and the former Act name with the current legal framework on page 1. Retain annual review and the Board's commitment; replace the description of PO06 as the complete statutory Child and Youth Risk Management Strategy with "MTCC safeguarding framework implementing Queensland's Child Safe Standards and Universal Principle". Extend scope and worker/volunteer definitions as on page 1. Add pages 2 to 6 and 8 as the operating procedures for sections 2, 4, 5, 6 and 7. CEO accountability remains. In section 7, "do not investigate" applies to the initial recipient; it does not prevent the authorised investigation required on page 5.

PO04 SAFE Code of Conduct

Keep the existing commitments and signature section. Replace "Be alone with a child unnecessarily" with "Arrange isolated or unobservable one-to-one contact with a child; follow the two-adult and necessary-care controls in the SAFE supplement". Replace the reference to reporting "as required by the National Principles" with "as required by Queensland law and MTCC's reporting procedure". Extend coverage to every worker defined on page 1.

Add to "I will": follow approved communication, overnight, image and personal-care controls; promptly report boundary breaches, reportable allegations and relevant convictions; tell my supervisor immediately of any Blue Card suspension, cancellation, expiry or other restriction affecting eligibility; and cooperate with fair investigations. Add to "I will not": groom, exploit spiritual authority, retaliate against a reporter, or use private/disappearing messages with children. For reports about the Head of Entity, I will report directly to QFCC as the Act requires. Add this acknowledgement to the existing declaration: "I have also read and agree to the SAFE policy update and procedures, version 1.0".

PO05 Privacy Policy

Replace "National Privacy Principles" with "Australian Privacy Principles where applicable". Replace "Information we collect is only used to improve our service" with "We collect and use information to run MTCC, protect people, respond to concerns and meet legal duties, as explained in this policy". Apply page 8 to all safeguarding information. It prevails over incompatible restrictions on third-party sharing, statements that information is used for no other purpose, and the non-confidential-material/reproduction clause. Do not apply the latter clause to any concern, allegation, child's information or identifying case material.

Replace absolute claims about secure servers, encryption and confidentiality with "We take reasonable technical and organisational steps to protect information; no online or email system can be guaranteed completely secure". Do not assert encryption at rest without verifying it. Privacy questions continue to go to admin@mtcc.org.au; safeguarding conflicts use Bill/Ross or authorities.

PO09G Group Bookings and PO09E Events

Replace the group and event responsibility clauses with: "Parents and hirers retain their responsibilities. MTCC retains its own duties for its premises, workers and activities. Before a program begins, the organiser identifies and communicates who supervises children, how care is handed over and how children are collected. Hirers must meet the safeguarding requirements supplied with the booking." Add page 6 and the Event and Hirer Safety Record to future booking packs. Agree relevant changes with existing hirers. Replace PO09E's absolute no-sharing privacy promise with "Personal information is handled under PO05 and the SAFE supplement, including lawful safeguarding disclosures".

PO02 Site Risk Register and PR08

Append the safeguarding risks on page 6 to PO02; replace its unsupported Freedom of Information Act retention assertion for safeguarding records with page 8. PR08 is a historical COVID-specific self-catering procedure, not a complete child-safety plan. Supply page 6 and the event record alongside it; separately review obsolete COVID restrictions against current health advice before reissuing PR08. Do not silently describe its 2020 measures as current government requirements.

Privacy records complaints and review

Safeguarding information notice

MTCC collects concerns, identities and contact details where supplied, information about children and workers, events and incidents, screening and training decisions, evidence, reporting references, investigations and outcomes. We use the minimum necessary information to assess safety, respond, support people, investigate fairly and comply with law. We collect directly, through carers and reporters, from authorised screening providers and authorities, and from other sources when lawful. Sensitive information is collected with appropriate consent or a lawful exception; a consent checkbox must never be used to prevent necessary reporting.

Online concerns use MTCC's website and mail services and are emailed to Bill or Ross according to the selected route. Notification routing is not a separate secure mailbox system: authorised website, hosting and email administrators or service providers may have technical access, including mail logs. Service providers may process information overseas. The CEO must verify actual providers, locations and safeguards before making more specific claims. No safeguarding details are used for marketing, open publication or routine mailing lists. No automatic copy is sent to a reporter's email address.

We share only where necessary and lawful with unconflicted case handlers, police, Child Safety, QFCC, other authorised regulators, professional advisers, insurers or support providers. We cannot promise absolute secrecy; do not disclose to the subject or others merely because they ask. A legal reporting duty is not dependent on the subject's or parent's permission.

Restricted case records

Keep original concerns, decisions, risk assessments, regulator reports, evidence and outcomes in a restricted safeguarding case file. Retain allegation-of-abuse records in perpetuity, preserving PO06's existing commitment; do not reduce it to QCCA's 45-year period. Protect related records needed to understand the case and suspend deletion for any investigation, claim or legal hold. For other information, record a lawful retention period based on purpose, law and insurer advice; collect the minimum and dispose securely when no longer needed.

The CEO and Board Chair assign an unconflicted case owner, limit access to need-to-know, maintain an access/decision trail, secure paper and digital files, back them up and check restoration. Public upload folders and ordinary shared drives are not case storage. Disable routine deletion for case records. Keep only the minimum technical mail/form logging needed for delivery and security; ensure necessary case evidence is preserved first. The website form is intake, not the long-term case register.

People can request access or correction through the privacy contact. Protect other people's information and the integrity of investigations; explain lawful limits and reasons for decisions. Suspected data exposure must be contained, recorded and assessed promptly, with required regulator and affected-person notifications where applicable.

Complaints review and protection

Accept complaints and feedback verbally, in writing, online, anonymously and with communication assistance. Safeguarding concerns go straight to pages 4 and 5; no private confrontation, mediation, forgiveness, internal permission or time limit is a precondition. Give safe progress updates, reasons and available review avenues; an unconflicted Board member or independent reviewer handles dissatisfaction with an internal decision. External authorities remain available at every stage. Reprisal is a serious code breach.

For ordinary service grievances, the same contacts can arrange a proportionate response and review; do not reclassify a safety concern to avoid external reporting. The CEO logs complaints, trends and actions, shares only de-identified oversight information with the Board where sufficient, and seeks children's and families' views. Review the whole framework at least annually and after incidents, significant changes or feedback. Publish the current approved version and clear contacts at /safe, brief all workers on changes, and retain superseded versions and Board adoption records. [S11, S12]

Sources and document control

Government and MTCC sources checked on 28 October 2026. Use the current legislation and regulator instructions if they change. The separate Board Implementation Record contains the obligations and implementation checklist. Source numbers used throughout refer to the following links.

S1 Child Safe Organisations Act 2024 current text
https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-2024-049

S2 QFCC Reportable Conduct Scheme and sector coverage
https://www.qfcc.qld.gov.au/childsafe/reportable-conduct-scheme/who-does-scheme-apply

S3 QFCC reporting requirements and forms
https://www.qfcc.qld.gov.au/childsafe/reportable-conduct-scheme/what-do-organisations-need-do/how-report

S4 QFCC investigation stages
https://www.qfcc.qld.gov.au/childsafe/reportable-conduct-scheme/managing-reportable-conduct-matter

S5 Queensland Criminal Code current text sections 229BB and 229BC
https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-1899-009

S6 Queensland reporting child abuse
https://www.qld.gov.au/community/getting-support-health-social-issue/support-victims-abuse/child-abuse/reporting-child-abuse

S7 Child Safety regional intake contacts
https://www.families.qld.gov.au/contact-us/department-contacts/child-family-contacts/child-safety-service-centres/regional-intake-services

S8 Working with Children Check Act 2000 current text
https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-2000-060

S9 Blue cards for child accommodation services
https://www.qld.gov.au/jobs/blue-card/required/individuals-businesses/child-accommodation

S10 QFCC Child Safe Standards and Universal Principle
https://www.qfcc.qld.gov.au/childsafe/standards/what-are-child-safe-standards

S11 QFCC Standard 10 policies and procedures
https://www.qfcc.qld.gov.au/childsafe/standards/what-are-child-safe-standards/standard-10

S12 ACNC safeguarding vulnerable people
https://www.acnc.gov.au/for-charities/manage-your-charity/governance-hub/governance-toolkit/governance-toolkit-safeguarding-vulnerable-people

S13 Queensland guidance confirming replacement of former risk strategy requirements
https://www.qld.gov.au/recreation/sports/club-support/participation/keeping-sport-safe

S14 MTCC current public policy library
https://www.mtcc.org.au/safe/

S15 MTCC public leadership information
https://www.mtcc.org.au/who-we-are/

QCCA reference material reviewed: Code of Conduct and Safe Ministry Policy DRAFT v3; Code of Conduct Member Declaration DRAFT; Privacy Policy DRAFT; Safe Ministry Quick Reference Guide; and the supplied subcommittee recommendations. These informed the practical workflow and guide. QCCA role holders, training platform, draft definitions and approval claims have not been adopted as MTCC facts.

Adoption record to complete in Board minutes: approved version and date; effective date; Head of Entity and any written delegation; Bill/Ross availability and conflict arrangements; record custodian; training and event implementation owners; and next review date. Until adopted, label this supplement as a proposed update wherever distributed.