

## 4.1 Child and Youth Risk Management Strategy

### Policy Statement

Maybanke is committed to ensuring the safety and wellbeing of children and young people.

Maybanke has zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently as per our policies and procedures.

In line with our legal and moral obligations to children and young people, we will contact relevant authorities when we are concerned about a child's safety.

Maybanke is committed to preventing child abuse and identifying risks early and removing and reducing these risks as per our Risk Management Policy and Procedure.

We are committed to safe recruitment procedures and regularly training and educating our staff on child abuse risks.

Maybanke is committed to providing a culturally safe environment for Aboriginal and Torres Strait Islander children, children from culturally and/or linguistically diverse backgrounds, and to providing a safe and accessible environment for children with a disability.

Staff who believe a child is at immediate risk of abuse must phone 000

### Scope

This policy and procedure applies to Maybanke Association Inc. as a whole

### Relevant Legislation and Standards

HSQF Quality Framework Standards Version 10.0

The QLD Human Rights Act 2019

The Domestic and Family Violence Protection Act 2012

Child Protection Act 1999

Queensland Government Domestic and Family Violence: Common Risk and Safety Framework

Queensland Government Domestic and Family Violence Services: Practice Principles, Standards and Guidance

Queensland Government Domestic and Family Violence Services Regulatory Framework

Queensland Government Domestic and Family Violence Support Services Investment Specification

Queensland Criminal Code Act 1899

### Statement of Commitment

Maybanke supports the rights of children and young people by providing a supportive environment in which their safety and wellbeing is assured. Maybanke responds assertively to observations and reports of

treatment of children and young people, which is suspected of being violent, abusive, negligent, exploitative, or discriminatory. Maybanke responds to observations, suspicions, and allegations of such treatment according to best practice, legislative and regulatory requirements, and provisions of service and other agreements with funding bodies and other partners. Maybanke Management Committee oversees the care and diligence employed to manage risk to children through regular reports on incidents and other matters of relevance.

#### Purpose

The Child and Youth Risk Management Strategy (the Strategy) outlines the elements, documentation and processes Maybanke relies on to manage risk of harm to children and youth within its operations.

#### Review

The Strategy is subject to review at least annually and will be reviewed more frequently depending on triggers such as legislative and regulatory changes, licensing conditions, and internal process changes.

#### Resources

Resident Safety and Wellbeing Policy and Procedure

Human Rights Policy and Procedure

Human Resources, Blue Cards and Recruitment Policy and Procedure

Incident Management Policy and Procedure

#### Code of Conduct

Maybanke's Code of Conduct requires all paid and unpaid staff and contractors to observe at all times the standard of behaviours expected when working with Maybanke. Management Committee members, volunteers and staff are required to sign the Code of Conduct on acceptance of employment and to review it at least annually.

#### Recruitment, selection, training, and management of staff

Maybanke recruits, selects and inducts staff according to organisational policies, best practice, legislative and regulatory requirements. References are checked and documented. Reasons for selection are documented. All staff must hold a valid Working with Children Blue Card and a Police Clearance Certificate. Each person on staff, either paid or unpaid, is supervised by one specific person who is responsible for managing their performance.

#### Prevention and response to harm

Maybanke has in place policies and procedures for identifying, responding and reporting observations, disclosures, or suspicions of harm. These support a culture of reporting free from retribution and their implementation respects and safeguards the rights, dignity and needs of children and young people involved.

#### Management of breaches of the Strategy

All staff paid and unpaid, Directors and contractors must comply with all aspects of the Strategy. Maybanke considers any action or inaction that fails to comply with any part of this Strategy and/or that

results or could result in harm to a child or young person to be a breach of this Strategy. Breaches of the Strategy will be documented, reported, investigated, and managed according to the Incident Management process. Staff found to have breached the Strategy will be subject to disciplinary action. Where criminal activity is observed, suspected or alleged, Queensland Police Service will be notified. Acknowledging the vulnerability of children who have been harmed, Maybanke ensures appropriate action is taken in cooperation with the Department of Children, Youth Justice and Multicultural Affairs and the Queensland Police Service to assess and investigate allegations of harm. We care for and work with young people in a way that understands and responds to trauma and is therapeutic in approach.

#### Compliance with the Blue Card system

Maybanke complies with conditions of the Blue Card system. All Management Committee members, volunteers and all staff are required to hold a valid Blue Card prior to appointment.

The Strategy is communicated through the following means:

To existing staff, via upload to intranet SharePoint.

To new staff, during induction; and

To participants and the public, via the Maybanke website. The Strategy will be a focal point for review and development of policies and other corporate documentation and processes. This Strategy must be reviewed at least annually. annually

#### Supporting Documents

Human Resources, Blue Cards and Recruitment Policy and Procedure

Incidents Management Policy and Procedure

Risk Management Policy and Procedure

Human Resources, Blue Cards and Recruitment Policy and Procedure

Code of Conduct

Identifying, Responding and reporting observations, disclosures or suspicions of harm

Version Control

Version	2	Approved: July 2025 Next Review: July 2026
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Maybanke  
Association Inc.

EMPOWERING WOMEN & BUILDING INDEPENDENCE