



**QUEENSLAND GIRLS**  
Secondary Schools  
Sports Association

## **Child Safe Framework**

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Queensland Girls Secondary Schools Sports Association Inc  
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*Established 1908 – Performance, Participation, Tradition & Innovation*

### 1. Purpose

The Queensland Girls' Secondary Schools Sports Association (**QGSSSA**) Child Safe Framework outlines the systems, culture and practices implemented to ensure the safety, wellbeing and empowerment of all students participating in QGSSSA activities.

This Framework demonstrates QGSSSA's commitment to the Queensland Child Safe Standards and provides the overarching structure that supports child safe environments across all programs, competitions and events.

### 2. Scope

This Framework applies to:

- QGSSSA Board and committees
- staff and contractors
- volunteers and officials
- member schools when participating in QGSSSA activities
- third-party providers engaged by QGSSSA

It applies to all QGSSSA-sanctioned events, programs and environments (physical and online).

### 3. Statement of Commitment

QGSSSA has zero tolerance for child abuse, harm, grooming or neglect.

We are committed to:

- prioritising the safety and wellbeing of students
- creating safe, inclusive and supportive sporting environments
- listening to and empowering students
- acting promptly on concerns
- continuously improving child safe practices

QGSSSA's full *Statement of Commitment to Children's Safety and Wellbeing* is publicly available on our website.

### 4. Child Safe Framework Documents

The QGSSA Child Safe Framework comprises the following key documents:

- Child Safe Framework (this document)
- Statement of Commitment to Children's Safety and Wellbeing
- Child Safe Code of Conduct
- Child Safety and Wellbeing Policy
- Child Safety Event Checklist

### 5. Alignment with the Queensland Child Safe Standards

QGSSSA embeds the Queensland Child Safe Standards through the following pillars:

1. Leadership, governance and culture
2. Student voice and participation
3. Family and community engagement
4. Equity and inclusion
5. Safe recruitment and screening
6. Complaints and concerns processes
7. Staff and volunteer training
8. Child safety in physical and online environments
9. Continuous improvement

### 6. Child Safe Governance

#### Board oversight

The QGSSSA Board:

- sets the child safety culture and expectations
- approves child safe policies
- monitors key risks
- reviews incidents and trends
- ensures adequate resourcing
- discuss and agree on actions to ensure risks remain within QGSSSA's Risk Appetite.

#### Executive responsibility

The Executive Officer is responsible for:

- implementing this Framework
- maintaining child safe systems and procedures
- monitoring compliance with the Framework, policies and procedures
- ensuring training and awareness
- implementing corrective/preventative actions to mitigate identified risks
- reporting to the Board and RDDC

### 7. Child Safety Risk Management

QGSSSA integrates child safety into its enterprise risk management processes.

#### Key controls

QGSSSA:

- maintains a Risk Register that includes child safety risks
- requires child safety considerations in all event risk assessments
- uses the Child Safety Event Checklist for competitions and carnivals

- reviews incidents and near misses and implements effective correction/preventative actions to prevent recurrence
- monitors emerging risks

Particular attention is given to:

- supervision and duty of care
- change room management
- transport arrangements
- photography and digital environments
- overnight or extended events
- interactions between adults and students

### **8. Safe Recruitment and Screening**

QGSSSA implements screening and recruitment practices appropriate to risk.

This includes:

- Blue Card (Working with Children Check) requirements where applicable
- clear role descriptions
- expectations of child safe behaviour
- induction processes
- verification of qualifications where relevant

Member schools remain responsible for their staff; however, QGSSSA sets and communicates minimum expectations for all event personnel.

### **9. Child Safe Behaviour Expectations**

QGSSSA promotes clear behavioural standards through the:

- QGSSSA Code of Conduct
- official and volunteer briefings
- event communications
- member school engagement

All adults involved in QGSSSA activities are expected to:

- comply with QGSSSA's Code of Conduct and QGSSSA's Child Safe Code of Conduct
- treat students with respect
- maintain appropriate professional boundaries
- follow supervision requirements
- comply with reporting obligations
- uphold inclusive and culturally safe practices

### 10. Student Voice and Participation

QGSSSA recognises that students are more likely to raise their concerns when they feel safe, heard and respected.

QGSSSA will:

- encourage students to speak up about concerns
- provide clear pathways for raising issues
- take student views seriously
- incorporate feedback into improvements where appropriate
- promote environments of respect, inclusion and belonging
- maintain transparency about concerns handling and outcome, where appropriate, with impacted students.

### 11. Complaints, Concerns and Reporting

QGSSSA maintains procedures for responding to concerns about the safety or wellbeing of a child.

Key principles:

- all concerns are taken seriously
- significant risks are escalated without delay
- legislative reporting obligations are followed
- clear systems and procedures are maintained for reporting and management of complaints and concerns
- records are securely maintained
- confidentiality is respected

Detailed processes are contained in the *QGSSSA Child Safety and Wellbeing Policy*.

### 12. Breach Management

QGSSSA takes breaches of this Child Safe Framework, and associated child safety policies, seriously.

A breach may include any failure to comply with the expectations, responsibilities or procedures outlined in this Framework or related child safety policies, including the QGSSSA Code of Conduct and Child Safe Code of Conduct.

Examples of breaches may include:

- failure to report concerns about a child's safety or wellbeing
- behaviour that does not meet expected child safe standards
- inappropriate interactions with students
- failure to follow supervision or safeguarding procedures
- failure to comply with reporting or record keeping requirements.

### **Responding to breaches**

When a potential breach of this Framework is identified, QGSSSA will take appropriate action to:

- assess the nature and seriousness of the breach
- ensure the immediate safety and wellbeing of any affected students
- follow relevant reporting requirements and legislative obligations
- determine whether the matter should be managed under the QGSSSA Child Protection Policy, Code of Conduct or other relevant procedures.

Breaches may be identified through complaints, incident reports, observations, audits or other monitoring processes.

### **Management of breaches**

Depending on the nature and severity of the breach, responses may include:

- additional guidance, education or training
- corrective actions to address unsafe practices
- review of procedures or event management processes
- formal investigation
- disciplinary action where appropriate
- referral to a member school or relevant authority where required.

Where the breach involves a member school staff member, the matter will be referred to the relevant school for management in accordance with their policies and procedures.

### **Reporting and oversight**

Significant breaches or systemic issues will be reported to the QGSSSA Board to ensure appropriate oversight and monitoring.

Lessons learned from breaches or incidents will be used to strengthen QGSSSA's child safety practices and prevent recurrence.

## **13. Training and Awareness**

QGSSSA supports child safe capability by:

- providing guidance to staff and volunteers
- briefing officials and convenors
- communicating expectations to member schools
- embedding child safety into event planning
- promoting awareness materials at events where appropriate

Training requirements are reviewed periodically based on risk.

### 14. Safe Physical and Online Environments

QGSSSA takes steps to ensure environments are safe.

This includes:

- venue risk assessments
- supervision planning
- controlled access to restricted areas
- photography and media guidance
- digital communication expectations
- incident response capability

Environmental safety is reviewed as part of event planning.

### 15. Equity, Inclusion and Cultural Safety

QGSSSA is committed to environments that are inclusive and culturally safe for all students, including:

- Aboriginal and Torres Strait Islander students
- students with disability
- culturally and linguistically diverse students
- students of diverse backgrounds and identities

Inclusive practices are considered in event planning and delivery.

### 16. Continuous Improvement

QGSSSA is committed to ongoing improvement of its child safe practices.

We will:

- review incidents and trends
- update policies regularly
- seek feedback from stakeholders
- monitor sector guidance
- review this Framework annually

### 16. Related Documents

- QGSSSA Risk Management and Compliance Policy
- QGSSSA Code of Conduct
- QGSSSA Privacy Policy

VERSION CONTROL TABLE			
VERSION CONTROL	DATE EFFECTIVE	APPROVED BY	AMMENDMENT
1	23/03/2026	Executive	Initial policy document
2	29/04/2026		Updated with legal advice