

- **EXPERIENCE AND QUALIFICATIONS CRITERIA – MINIMUM STANDARDS - Police Check, Senior First Aid, Drivers License, Duty of Care Certificate**

The main risk and concern is emotional, psychological, physical and sexual harm caused by other persons, including the residential college employees, other students, volunteers, visitors, or other persons.

To protect students from emotional, psychological, physical and sexual harm efforts are made to develop and implement:

- values, policies and procedures which support appropriate social behaviour, and
- policies and processes for the management of inappropriate behaviour.

All colleges have staff who have a Senior First Aid Certificate and as such are qualified in the administration of first aid in the event of a student who is injured or becomes ill.

All employees undergo *Crimtrac* Federal and State Conviction screening with specific screening relating to violence or sexual offences against children.

The residential college works in partnership with parents, school personnel, health personnel, youth and community personnel, and law and order personnel in managing student health and safety in the social environment.

All new employees are assessed against job criteria. All supervisory staff employed have to be considered capable of gaining the *Duty of Care Certificate* (or equivalent certificate); a *Senior First Aid Certificate*; and an *LR Drivers' Licence with an 'F' endorsement*. Some employees will be required to gain a *Surf Rescue* or *Royal Lifesaving Bronze Medallion* rescue and resuscitation qualification.

New supervisory staff will initially have 6 months to gain these qualifications and may be allowed a further 6 months if they are performing up to expectations. No supervisor will have their employment confirmed until they have met these competency requirements.

Acknowledgement : Country Schools Authority Human Resource Manual 2005
Section 1