



Updating your child and youth risk management strategy for restricted person and restricted employment laws

New laws begin on **31 August 2020** and will make it an offence for a restricted person to work in restricted employment. The following is a guide to how you can comply with the new laws in your organisation.

Does everyone involved in your organisation know about the new laws for restricted person and restricted employment and what their responsibilities are?

Has your organisation communicated the new laws to children and young people and their parents / guardians?

Does your organisation promote the restricted person and restricted employment requirements? Resources, including posters and information for social media and newsletters is available on the Blue Card Services website.

Has your organisation updated the Codes of Conduct to include the restricted person and restricted employment requirements?

Does your organisation's job descriptions and advertisements inform volunteers and staff about the restricted person and restricted employment laws?

Has your Induction Package been updated to include confirmation and acceptance from volunteers and staff around the restricted person and restricted employment laws?

Has your organisation updated on-going training materials to educate existing staff in alignment with the new laws?

Has your organisation updated policies and procedures on the requirements to maintain the confidentiality of information related to a disclosure or suspicion of harm?

Does your organisation have a policy in place for volunteers or staff to advise of any reportable offences with the restricted person and restricted employment laws?

Does your organisation have a policy in place about how to report a breach of the new laws and who the report will be made to? (e.g. Blue Card Services or the Queensland Police Service)

Does your organisation have information for visitors and guests that includes the restricted person and restricted employment definitions and penalties that apply?

Does your organisation maintain and audit the employee register with all blue card holders' current information?

Does your organisation have a policy to manage a disclosure from a staff member if they are or become a restricted person?