

## APPENDIX A. CHILD PROTECTION AND ABUSE PREVENTION EDUCATION PROFESSIONAL LEARNING

All Department of Education staff, who have contact with children and line managers of staff must complete the online Child Protection and Abuse Prevention course within 6 months of enrolment in the online course.

All third-party providers, engaged through a formal service agreement with the Department of Education, who have contact with children and their Department of Education line managers must complete the online Child Protection and Abuse Prevention course within 1 month of enrolment in the online course.

On satisfactory completion of the course, the completion status is recorded in a central database and staff are issued with a certificate of completion. The database and certificates assist principals in managing and monitoring compliance requirements.

Staff are required to update professional learning in Child Protection and Abuse Prevention every three years from the date of completion. Once this date has elapsed, their status will revert to Not Attempted.

There is an option for staff to retake the online Child Protection and Abuse Prevention course and receive a new date of completion prior to the three year period elapsing. Staff can select “retake” which is located next to the “play” button.

The school nurse will complete the Department of Health training.

Alternative professional learning formats will be provided for staff who cannot access the online professional learning.

For a list of staff required to complete the Child Protection and Abuse Prevention course, refer to the *School Education Act 1999* (section 237) and *School Education Regulations 2000* (r.127).