

Policy and Procedure Register updates – Summary of changes to:

Safety and wellbeing of students registered at a state school boarding facility procedure

1. Reason for new/updated policy or procedure <i>(select all that apply)</i>		
<input type="checkbox"/> Change of policy/procedure requirements	<input type="checkbox"/> Audit/review recommendation	
<input type="checkbox"/> Change to legislation/delegations	<input checked="" type="checkbox"/> Due for review	<input type="checkbox"/> Other
The procedure is undergoing a routine review to ensure it is simple and easy to understand and includes the most up to date references to new and existing departmental information.		
2. Summary of changes		
Changes to the procedure include:		
<ul style="list-style-type: none"> • a revised title reducing the length of the procedure title; • a detailed overview to provide context and clarify of how the procedure aligns with existing legislative, departmental and operational expectations upon boarding facilities; • clearer responsibilities with some details moved to the procedure's Process section and others removed only where they are embedded in other responsibilities; • clearer processes capturing the separation between applying for enrolment at a state school and applying to register at a boarding facility and the relationship between their outcomes, as well as improved information on supporting students' individualised needs such as disability; and • updated resource links for ease of reference to relevant legislation and departmental resources. • updated application to register form removing fields gathering student immunisation details. 		
3. Impacts to roles and responsibilities		
Does the new/updated content change staff roles/responsibilities <i>in any way?</i>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, select the type of change: (select all that apply)</i>		
<input checked="" type="checkbox"/> Revised responsibilities <input type="checkbox"/> New/additional responsibilities <input checked="" type="checkbox"/> Removed responsibilities		
Position title	Summary of change	Page #
Regional Directors	Existing responsibility to support principals to make reasonable adjustments and ensure equality of opportunity for all students has been made more explicit.	2
Principals	Existing responsibilities in relation to support for students with disability and promoting student mental health and wellbeing have been made more explicit. Existing responsibilities in relation to managing volunteers made more explicit.	2
Staff	Added responsibility to actively promote and support student wellbeing and mental health.	3

Parents/carers and Students	Existing responsibilities that are already covered in boarding facilities' Registration Agreements have been removed.	3
4. Communication and support for implementation		
<p>The Principals, Heads of Campus and nominated staff of all three-state school operated residential boarding facilities (Western Cape College, Spinifex State College, Dalby State High School Bunya Campus) will be invited to attend a virtual information session regarding updates to the procedure and allow time for questions and answers.</p>		
<p>For further assistance, please contact: Rural and Remote, (07) 3034 4410, ruralandremote@qed.qld.gov.au</p>		