



Duty of Care

Board Policy 11.2	First Issued	13/7/06
	Last Review and Approved	September 2023
	Next Review Due	2024

1. Introduction

- 1.1. Citipointe Christian College is committed to preventing harm to students and staff by providing a safe and supportive learning environment for all students and College staff.
- 1.2. The College's mission statement¹ requires a commitment to superior service, quality and innovation. It is both necessary and appropriate that suitably qualified staff be appointed and be aware of the responsibilities and expectations required of them. These responsibilities and expectations help form the foundation for the College's duty of care.
- 1.3. The College is committed to preventing students and staff being exposed to unreasonable danger and minimising harm to students and staff by providing a safe and supportive learning environment for all students. With this in mind, the College seeks to develop a culture for all that supports tolerance, dignity and respect for others.
- 1.4. The College recognises its Duty of Care towards all human life and this duty of care is motivated by the principle of neighbour-love². It is this duty of care the College has towards their neighbour that is at the heart of its commitment to achieving and maintaining high standards of Workplace Health and Safety. When looking to establish an underlying foundation determining duties owed between parties, Lord Atkin turned to the biblical parable of the Good Samaritan³ as a basis for what would become known as the neighbour principle in Common Law;

The rule that you are to love your neighbour becomes in law, you must not injure your neighbour; and the lawyer's question, Who is my neighbour? receives a restricted reply. You must take reasonable care to avoid acts or omissions which you can reasonably foresee would be likely to injure your neighbour. Who, then, in law is my neighbour? The answer seems to be – persons who are so closely and directly affected by my act that I ought reasonably to have them in contemplation as being so affected when I am directing my mind to the acts or omissions which are called in question. You must take reasonable care to avoid acts or omissions which you can reasonably foresee would be likely to injure your neighbour.⁴

- 1.5. The College's other founding blocks for its duty of care lie within Citipointe's Christian (biblical) worldview⁵. In Luke chapter 10, verses 25-37 Jesus shares the parable of the Good Samaritan. A lawyer challenges Jesus concerning the prerequisites to inheriting eternal life. When Jesus instructs him to love his neighbour as himself the expert of the law asks, "And who is my neighbour?" Through answering this question, Jesus shows that essentially the expert of the law was asking, "What is the minimum I can do to meet the requirements expected?" Jesus' answer, through the parable of the Good Samaritan, reveals that when it comes to loving your neighbour there is no minimum requirement. With this in mind, the College should not only be concerned with meeting its minimum requirements in regards to its duty of care, but should always be aiming to go above and beyond the required standard, in the same way that the Samaritan's duty of care

¹ Board Policy 1.4 Citipointe Christian College Philosophy of Education p7

² Matthew 22:39 and Leviticus 19:18

³ Luke 10:25-37

⁴ Donogue v Stevenson [1932] AC562 at 580

⁵ Board Policy 1.4 Citipointe Christian College Philosophy of Education p6

exceeded what was expected, and went above and beyond what was culturally, socially and legally expected of him.

- 1.6. The College and College staff “owe a duty to take reasonable care for the safety and welfare of all students in their schools, as well as the safety and welfare of themselves, other workers and other people who may be affected by their work. This duty of care exists whenever work is being undertaken and when the teacher/student relationship is established.”⁶

2. Purpose

- 2.1. This policy clarifies the accountability of the College Board and the College’s staff concerning their duty of care owed to students.
- 2.2. This policy outlines the way in which the College will meet its obligations where duty of care is specifically prescribed in legislation⁷ and in other circumstances recognised by Common Law.

3. Scope of Policy

- 3.1. All Board members, staff, volunteers, parents/carers, students and visitors to the College must comply with this policy.
- 3.2. For the purposes of this policy the term ‘worker’ is defined as individuals who are considered to be staff, students, contractors (including tutor, coaches and external providers), volunteers and/or visitors.
- 3.3. For the purposes of this policy the term ‘staff’ is defined as individuals who are employed in a full time, part time, casual or contract (including tutor, coaches and external providers) capacity.

4. Policy

- 4.1. The College and its workers have a duty of care in two broad circumstances:
 - a. where a duty of care is specifically prescribed in legislation in an Act of Parliament; or
 - b. in other circumstances recognised by Common Law, developed in courts and capable of taking account of both foreseeable and novel circumstances.
- 4.2. Within the College, duty of care falls upon the following people:
 - a. teaching staff (section 4.3)
 - b. non-teaching staff, volunteers and external providers (section 4.4)
 - c. the College (section 4.5)
 - d. the Board (section 4.6)
- 4.3. **Teaching Staff** ^{8,9}
 - 4.3.1. The teacher’s responsibility concerning duty of care is automatic, arising from the teacher/student relationship and is not limited to specific school activities such as excursions and incursions; it remains at all times whilst the student is in the teacher’s care. A teacher’s duty of care also includes being aware of and implementing school policies affecting students’ safety and welfare e.g. bullying, child protection, supervision ratios, safety of equipment and grounds.
 - 4.3.2. Generally, the duty of care owed by teachers to students is non-delegable; however, in certain situations the teacher may delegate this duty of care to non-teaching staff, volunteers and/or external providers (see 4.4). The duty is to ensure that reasonable steps are taken for the safety of the students.
 - 4.3.3. A teacher owes a duty to students to take reasonable care to avoid acts or omissions that could expose them to a known or a reasonably foreseeable risk of harm and/or injury.

⁶ Duty of Care Handbook (2019) Independent Schools Queensland p4

⁷ Refer to Section 6 of this policy

⁸ Duty of Care Handbook (2018) Independent Schools Queensland p5

⁹ The Queensland Law Handbook – Family Law – Children and Education - School’s Duty of Care (July 2021)

<https://queenslandlawhandbook.org.au>

Discharge of this duty requires a teacher to take such proactive measures as are reasonable to prevent harm and/or injury to a student¹⁰. Teachers must assess the likelihood of danger arising in relation to activities involving a level of risk (e.g. at chemistry experiments, swimming events or on excursions) and take necessary precautions.

4.3.4. A teacher may be liable for negligence where a student is injured in an accident while under their supervision¹¹. The responsibility of a teacher to prevent accidents that injure students is similar to that of a careful parent. In deciding whether a teacher has been negligent, the courts will consider whether the teacher has taken reasonable care in all the circumstances to prevent injury to the child in accordance with the usual legal principles relating to negligence.

4.3.5. The *Civil Liabilities Act 2003 (Qld)* also provides that civil liability will not arise from the materialisation of every risk. The Act does not require schools or staff to avoid completely every conceivable risk of injury or harm, and it distinguishes between different risks such as inherent, obvious and dangerous recreational risks¹².

4.4. **Non-teaching Staff, Volunteers and external Providers**¹³

4.4.1. Non-teaching staff, volunteers and/or external providers must take reasonable care to avoid acting in a way that could reasonably be foreseen as causing harm and/or injury to themselves or others, including students.

4.4.2. Teachers may, under certain conditions, delegate their duty of care to non-teaching staff, volunteers and/or external providers (see 4.5.3), in which case they will owe the same level of care to students as a teacher. Such conditions may include emergency situations, such as where a teacher may have to leave the group they are supervising to provide first aid to another student.

4.4.3. Under the *Civil Liability Act 2003 (Qld)*¹⁴, a volunteer cannot be sued for any act or omission done in good faith, unless:

- a. the act constitutes a criminal offence;
- b. the volunteer was intoxicated;
- c. the act occurred outside the scope of the volunteers' activities authorised by the College;
- d. the act involves an act that the volunteer is required to be insured against; and/or
- e. the act involves a motor accident that would be covered by a CTP insurance policy.

4.5. **The College**

4.5.1. The College has the same duty of care as a teacher, but with wider responsibilities than an individual teacher or other staff member, extending to such things as ensuring adequate supervision, safe equipment and premises and meeting other requirements of workplace health and safety legislation.

4.5.2. The College is under a duty to take all reasonably practicable measures to ensure that it employs competent staff and provides safe premises. The College will be vicariously liable¹⁵ for the actions of the staff whilst they are acting in the course and scope of their duties as staff of the College.¹⁶

¹⁰ *Victoria v Bryar* (1970) 44 ALJR 174

¹¹ *Commonwealth v Introvigne* (1982) 150 CLR 258; *Ramsay v Larsen* (1964) 111 CLR 16.

¹² *Civil Liabilities Act 2003 (Qld)* S13-19

¹³ *Duty of Care Handbook* (2019) Independent Schools Queensland p5-6

¹⁴ *Civil Liability Act 2003 (Qld)*, S39-44

¹⁵ Vicarious liability refers to the situation where one person is liable for the negligent actions of another person, even though the first person was not directly responsible for the injury. Vicarious liability in tort does not involve any element of personal blame but arises by virtue of the relationship between the wrongdoer and the person who is vicariously liable. The person on whom vicarious liability is imposed is liable. (*Duty of Care Handbook* (2019) Independent Schools Queensland p9)

¹⁶ *Duty of Care Handbook* (2019) Independent Schools Queensland p6

4.5.3. The College's duty of care obligations are fully addressed in its various related policies and procedures.¹⁷

4.5.4. In delegating a duty of care responsibility to non-teaching staff, volunteers and/or external providers the College must ensure that the non-teaching staff, volunteers and/or external providers:

- a. are suitable for the task being delegated.
- b. are covered by either the College's insurance or have in place their own adequate insurance cover.
- c. agree to assume this personal duty of care for the students.
- d. have been provided with clear instructions and any necessary training as to the level of care required.

4.6. **The Board**

4.6.1. The Duty owed by the College Board is unable to be delegated. This is a duty to ensure that reasonable care is taken to provide:

- a. suitable and safe premises;
- b. adequate systems to ensure that no staff member or student are exposed to any unnecessary risk of injury.

4.7. A duty of care is owed to all persons listed in section 3.1 during the following activities of the College:

- a. educational activities (section 4.8)
- b. non-educational activities or non-classroom activities (Section 4.9)
- c. excursions¹⁸(Section 4.10)

4.8. **Reasonable Care**

4.8.1. Reasonable care refers to the standard of care that a person is expected to exercise in order to avoid causing harm to others or their property. It is a legal concept used in various areas of law, including tort law (such as negligence).

4.8.2. Reasonable care is often determined by considering what a hypothetical reasonable person in the same circumstances would have done to prevent foreseeable harm.

4.8.3. In general, the court will consider the following guidelines in determining whether or not reasonable care has been taken to discharge a duty of care:

- a. the greater the risk of the activity, the higher the standard of care
- b. the closer the proximity in physical circumstances, and whether or not the teacher then chooses to act
- c. the benefits of the activity
- d. whether professional standards and guidelines have been met
- e. the level of control over children and the environment
- f. the time and place the injury occurred.¹⁹

4.8.4. Each worker at the school has a duty of care to:

- a. take reasonable care for their own health and safety
- b. take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons
- c. comply, so far as they are reasonably able, with any reasonable instruction that is given by the College to allow the College to comply with its work health and safety legislation obligations

¹⁷ Refer to Section 6 of this policy

¹⁸ Excursions include: off-campus excursions, off-campus overnight excursions, on-campus out side school hours excursions, on-campus school hours excursions

¹⁹ Duty of Care Handbook (2019) Independent Schools Queensland p8

- d. cooperate with any reasonable policy or procedure of the College relating to safety at the workplace that has been notified to staff at the College

4.8.5. Visitors and other persons at the College have a similar, corresponding duty of care in relation to health and safety.

4.9. Educational Activities

4.9.1. General Duty of Care

- a. The duty of care issues within a learning area relate predominantly to behaviour management and student protection. The College and teachers have a duty to maintain safe learning areas in which students are able to work free of physical and verbal harassment. The College will ensure it has in place a Student Code of Conduct Policy²⁰ and a Student Protection Policy²¹ that is reviewed regularly. Each school²² will have in place behaviour management procedures and processes.
- b. Teachers should be safety conscious and aware of possible risks in the classroom. Identified safety issues should be addressed in line with the College's Work Health and Safety Policy.²³

4.9.2. Academic Duty of Care

- a. The Independent Schools of Queensland state "While it is certainly true that teachers are expected to be up to date in the pedagogy of the profession, and they have a professional duty to be well prepared, competent, ethical, efficient, good classroom managers etc., their legal responsibility with regards to the academic progress of students is less clear.... The major danger for schools seems to be in parents and students holding them legally responsible for incorrectly classifying students and directing them to inappropriate programs than for failure to educate. This might include such things as failure to diagnose a learning disability or misdiagnosing a disability; failure to properly counsel a student with regard to subject prerequisites for tertiary study; suggesting to a student that they will receive certain results or scores enabling entry into a post-school program; and subsequently being found to be incorrect."²⁴
- b. For this reason, teachers are not to work outside their qualifications concerning Student Guidance and Counselling and/or diagnosis of disabilities. Student Guidance and Counselling is to only be provided by the College's Student Counselling and Guidance Department. As a general rule, teachers should never make diagnoses, but should rather refer parents to external allied professionals²⁵.

4.9.3. Curriculum Areas

- a. Different curriculum areas will have different inherent risks associated with them and therefore specific aspects of duty of care will differ.
- b. The Queensland Education Department's Curriculum Activity Risk Assessment (CARA) guidelines should be used when considering the duty of care inherent in different curriculum areas. These guidelines are available on their website.²⁶

4.9.4. Digital Technology

- a. The College's and Staff's duty of care concerning digital technology is addressed in the College's Digital Technology Policy.²⁷

²⁰ Board Policy 10.2 Student Code of Behaviour

²¹ Board Policy 7.1 Student Protection Policy

²² Primary, Secondary and International College

²³ Board Policy 6.1 Work Health and Safety

²⁴ Duty of Care Handbook (2019) Independent Schools Queensland p14

²⁵ it is understood that some teachers may hold qualifications enabling them to make diagnoses.

²⁶ <https://education.qld.gov.au/curriculum/stages-of-schooling/CARA/activity-guidelines>

²⁷ College Policy 4.3.9 Digital Technology Policy

4.10. Non-Educational or Non-Classroom Activities

4.10.1. Yard/Playground Duty

- a. The College has a duty of care to ensure students are adequately supervised, protected from dangerous activities, protected from bullying and excessively rough play and have access to safe premises and equipment.
- b. The College will arrange for supervision of students during scheduled break times (e.g. morning tea and lunch time).
- c. The standard of care expected of staff supervising scheduled break times is determined by the factors mentioned in section 4.8 – Reasonable Care.
- d. When on scheduled break time supervision Staff must:
 - i. actively supervise their assigned area.
 - ii. be the last person to leave the assigned area, or in the case of after school duties must remain until 3:40pm.
 - iii. have a mobile phone charged and with them.

4.10.2. Travel To and From a Place at which a College Activity is Undertaken

- a. The College's and Staff's duty of care whilst using the College Buses is addressed in the College's Bus Drivers Operating Manual²⁸ and Bus Transport Incident Management Plan²⁹.
- b. Teachers are to adequately supervise students when accompanying them to and from a place at which a College activity is undertaken.
- c. Travel to and from a place at which College activities are undertaken includes but is not limited to, such modes of transport as pedestrian travel, bus travel and aeroplane travel.
- d. Staff member's personal vehicles are not permitted to be used to transport students except in the cases of emergencies³⁰.

4.10.3. Students on College Grounds Before School Hours

- a. Where it is known that students arrive at the College at a certain time the responsibility of the College to provide adequate supervision for students commences at that time.
- b. Before school hours supervision is addressed by each school³¹ in their respective handbooks.
- c. Where it is known that students arrive at the College before it is reasonable to provide adequate supervision the parents will be contacted and it will be requested that they find some other way of occupying their children at this time.

4.10.4. Students on College Grounds After School Hours

- a. The College does not owe a duty of care to students who leave the College grounds and return later (e.g. in the evenings or weekends), unless they are returning to participate in a College activity.
- b. The College does not owe a duty of care to supervise students who remain on the College grounds after being collected by their parents.
- c. The College owes a duty of care to supervise students whilst they are waiting for a College bus or waiting to be collected by their parent/s. However, it is not reasonable to expect the College to supervise students whose parents are regularly and significantly late in collecting their children³². If this occurs the parent/s will be contacted and the issue will be asked to be rectified.
- d. College Playgrounds and sporting facilities are not to be used by students outside of school hours unless they are participating in a College activity under the supervision of staff.

4.11. Excursions - Responsibility for the welfare and safety of students lies with the College through the teaching staff at all times while the students are in its care. This includes excursions, camps

²⁸ College Policy 4.1.4 Bus Drivers Operating Manual

²⁹ College Policy 4.1.5 Bus Transport Incident Management Plan

³⁰ College Policy 4.1.1 Excursion Policy, paragraph 5.5.8

³¹ Primary, Secondary and International

³² The College will provide supervision for student awaiting pick-up at designated pick-up areas until 3:40pm

and overseas educational trips held outside the College grounds. Duty of care can be transferred to non-teaching staff, volunteers and external providers under certain circumstances. Excursions, camps and overseas educational trips are strictly controlled and explained further in the College's excursion policy³³.

4.12. **Students leaving the College grounds during school hours other than for excursions**

4.12.1. The College will not allow a student to leave the College during the school day in circumstances where there is no parental permission.

4.12.2. If a student has been given parental permission to leave, the College must be satisfied that no foreseeable harm will come to the student.

4.12.3. If the College, having assessed the situation, considers that the student may be placed at risk if allowed to leave the College grounds, permission to leave will be refused notwithstanding that parental permission has been given. If, for example, the College becomes aware of unsatisfactory behaviour, risk related behaviour or other circumstances likely to affect the health, safety or welfare of the student, it will be justified in withdrawing permission, and will discuss these concerns with the student's parent or caregiver³⁴.

4.13. **Events** - Events are College endorsed activities where the duty of care remains with the parent/s or guardians. For example: attendance at a College Musical performance as an audience member. However, it's important to note that when students are under the direct supervision of College Staff at events, the school assumes the duty of care. This is especially relevant during student performances.

4.14. **Staff to Student Ratios.**

4.14.1. There are many factors that influence the ratio of staff to student, including the age of the students, their capability, the location of the activity and the nature of the activity.

4.14.2. Apart from the requirement that a registered teacher must retain overall responsibility for the activity there is no specific Staff to student ratio for excursions/camps legislated. Due to this, all teachers are to use the Queensland Education Department's Curriculum Activity Risk Assessment (CARA) guidelines when considering the duty of care inherent in different excursions, camps and overseas educational trips. These guidelines are available on their website³⁵.

4.14.3. For some activities the College requires a higher standard concerning staff to student ratio than CARA recommend. The College's Staff to student ratios are summarised in 11.2.1 Duty of Care Appendix 1.

5. **Process**

5.1. For the parent to succeed in an action in negligence, due to a breach of duty of care, against the College and/or teachers it is necessary for the parent to establish:

- a. the College and/or teacher owed a duty of care to the student;
- b. that the standard of care was breach; and
- c. that this breach has caused the student to suffer some form of harm.

5.2. Allegations of the College and/or persons listed in section 3.1 breaching their duty of care can be addressed through the following means:

- a. the College's Grievances, Disputes and Complaints policy³⁶

³³ College Policy 4.1.1 Excursion Policy

³⁴ "This situation will be directly influenced by the age of the student. There is probably no reason why a school could not accede to a request by a mature post-compulsory student to leave the premises during free periods and breaks, provided written authority by the student's parent has been given. The situation would be somewhat different if the permission related to a 6-year-old student leaving school premises to buy lunch at the local shopping centre, a situation in which the prudence of the parent could be held in question." Duty of Care Handbook (2019) Independent Schools Queensland p20

³⁵ <https://education.qld.gov.au/curriculum/stages-of-schooling/CARA/activity-guidelines>

³⁶ Board Policy 11.4 Grievances Disputes and Complaints

- b. the College's Anti-Discrimination Policy³⁷
- c. the College's Student Bullying policy³⁸
- d. the College's Student Protection Policy³⁹

6. Legislative Provisions and Relevant or Related Documentation

6.1. Legislative Provisions

- Criminal Code Act 1899 (Qld) S286
- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)
- Human Rights and Equal Opportunity Commission Act 1986 (Cth)
- Privacy Act 1988 (Cth)
- Anti-Discrimination Act 1991 (Qld)
- Disability Discrimination Act 1992 (Cth)
- Education (Work Experience) Act 1996 (Qld)
- Child Protection Act 1999 (Qld)
- Working with Children (Risk Management and Screening) Act 2000 (Qld)
- Civil Liability Act 2003 (Qld)
- Age Discrimination Act 2004 (Cth)
- Education (Queensland College of Teachers) Act 2005 (Qld)
- Education (General Provisions) Act 2006 (Qld)
- Work Health and Safety Act 2011 (Qld)
- Education (Accreditation of Non-State Schools) Act 2017 (Qld)
- National Code of Practice for Providers of Education and Training to Overseas Students 2018 (Cth)

6.2. This policy is to be read in conjunction with other policies i.e.

- 1.4 Citipointe Christian College Philosophy of Education
- 4.1.1 Excursion Policy
- 4.1.2 Camps, Mission and Educational Trips
- 4.1.4 Bus Drivers Operating Manual
- 4.1.5 Bus Transport Incident Management Plan
- 4.3.9 Digital Technology Policy
- 6.1 Work Health and Safety
- 7.1 Student Protection
- 7.1.3 Student At Risk Policy
- 10.2 Student Code of Behaviour
- 10.3/11.6 Anti-Discrimination Policy
- 10.3.1 Student Bullying Policy
- 10.3.2 Students with Disabilities
- 11.1 Staff Code of Conduct
- 11.2.1 Duty of Care Appendix 1
- 11.4 Grievances Disputes and Complaints
- Overseas Students Welfare and Accommodation Policy

6.3. References

- Duty of Care Handbook (2019) Independent Schools Queensland
- The Queensland Law Handbook – Family Law – Children and Education - School's Duty of Care (July 2021) <https://queenslandlawhandbook.org.au>

7. Policy Review

- 7.1. This policy is to be reviewed annually.

³⁷ Board Policy 10.3 11.6 Anti-Discrimination Policy

³⁸ College Policy 10.3.1 Student Bullying Policy

³⁹ Board Policy 7.1 Student Protection

Policy Review, Modification and Amendments



Citipointe
Christian College

11.2 Duty Of Care

Date	Section	Authorised By	Details
3/4/20	All	Compliance Officer	As this policy had not been reviewed since 2011, this review is extensive, with the policy being rewritten to bring it in line with legislative changes and Board and College Policy changes
3/4/20	All	Compliance Officer	College Policy 11.2.1 Duty of Care incorporated into to policy and Appendix
3/4/20	All	Compliance Officer	Paragraph numbering system updated in line with policy 2.1 Policies Framework
3/4/20	All	Compliance Officer	"Headmaster" replaced with "Principal"
3/4/20	1 Introduction	Compliance Officer	Creation of Introduction section in line with policy 2.1 Policies Framework. Section outlining connection of policy to Citipointe's Philosophy of Education and Citipointe's Christian Worldview.
3/4/20	2 Purpose	Compliance Officer	Addition paragraph outlining obligations
3/4/20	3 Scope of Policy	Compliance Officer	Creation of Scope of Policy section in line with policy 2.1 Policies Framework
3/4/20	4 Policy	Compliance Officer	Section rewritten to bring in to line with legislation, the Duty of Care Handbook (2018) Independent Schools Queensland and C
3/4/20	5 Process	Compliance Officer	Creation of Process section in line with policy 2.1 Policies Framework
3/4/20	6 Legislative Provisions and Relevant or Related Documentation	Compliance Officer	Creation of Legislative Provisions and Relevant or Related Documentation section to bring in line with policy 2.1 Policies Framework
3/4/20	Appendix 1	Compliance Officer	Creation of Appendix 1 incorporating aspects of College Policy 11.2.1
7/9/20	Legislative Provisions	Compliance Officer	Section updated to reflect current legislation
17/6/22	All	Compliance Officer	Logo Updated
17/6/22	1. Introduction	Compliance Officer	Addition of Section 1.3
17/6/22	4 Policy	Compliance Officer	Section 4.4 – further clarification given for when duty of care can be delegated to non-teaching staff
17/6/22	4 Policy	Compliance Officer	Section 4.11 added – 'Events'
17/6/22	4 Policy	Compliance Officer	'Learning Activities' changed to "Educational Activities"
17/6/22	6 Legislative Provisions and Relevant or Related Documentation	Compliance Officer	"Duty of Care Handbook (2018) Independent Schools Queensland" removed from Policies section and added to Reference section

17/8/22	4 Policy	College Board Note	add a part c - policy that specifies principles that underpin decision-making and activities at the College. Suggestion from Compliance Officer - A principle that would underpin Board decision-making and activities at the college could be– draft document – RISK APPETITE (submitted 35/03/22). This would then be referenced in the Policy as a part c to this para - “that any decision-making process the Board conducts adheres to the principles and guidelines outlined in the College’s Risk Appetite document.”
18/7/23	Policy	Compliance Officer	Section 4.3. information concerning risk assessment and negligence added (4.3.3. & 4.3.4.)
18/7/23	Policy	Compliance Officer	Section 4.4 information concerning insurance added (4.4.3 d./e.)
18/7/23	Policy	Compliance Officer	Section 4.8. Reasonable Care added
18/7/23	Policy	Compliance Officer	Section 4.9.2. updated in accordance with ISQ’s Duty of Care Handbook update
18/7/23	Policy	Compliance Officer	Section 4.10.2 updated to align with 4.1.1 Excursion Policy
18/7/23	Policy	Compliance Officer	Section 4.10.4.d) added to align with College practice
18/7/23	Policy	Compliance Officer	Section 4.12. added in accordance with ISQ’s Duty of Care Handbook update
18/7/23	Legislative Provisions and Relevant or Related Documentation	Compliance Officer	References updated

11.2 Duty of Care

Policy Approval, Review and Implementation



Policy Circulation for Approval

CIRCULATED TO:	Approved	Date	Signature
Principal	Yes	28/8/2023	Ruth Gravestain
Assistant Principal	Yes	28/8/2023	Chris Eustace
Head of Primary	Yes	28/8/2023	Amanda Turnbull
Head of Secondary	Yes	28/8/2023	Cameron Ivers
Business Manager	Yes	28/8/2023	Dan Joy
Other -			
Approved by Board	Yes	13/9/2023	John Ryan