

# Child Safety POLICY

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**Title:** Suspected Child Abuse and Neglect (SCAN) Team System

**Policy No:** 405-5

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## Policy Statement:

The Department of Children, Youth Justice and Multicultural Affairs (Child Safety) has legislative responsibility for the establishment of a Suspected Child Abuse and Neglect (SCAN) system and is committed to the effective functioning of the SCAN team system. The purpose of the SCAN team system is to enable a coordinated response to the protection needs of children. The purpose is achieved by facilitating:

- the sharing of information under the *Child Protection Act 1999* (the Act), Chapter 5A, part 4 between members of the system
- the planning and coordination of actions to assess and respond to children's protection needs
- a holistic and culturally responsive assessment of children's protection needs.

Child Safety is the lead agency for the SCAN team system and whole of government response to child protection in Queensland. Child Safety will provide senior level representation (senior practitioner, manager or senior team leader) as SCAN team core member representatives. Child Safety will demonstrate its commitment to the SCAN team system by:

- adhering to the *Suspected Child Abuse and Neglect (SCAN) Team System Manual* contributing specific knowledge and skills in child protection practice
- providing consistent membership and representation on SCAN teams
- exercising and advising on powers and provisions of the Act and interpreting policy and procedure
- sharing relevant Child Safety information in relation to the cases discussed
- participating in case discussions and contributing to the formulation and actioning of recommendations
- inviting and facilitating contributions from other prescribed entities or service providers with knowledge, experience or resources that would help achieve the purpose of the SCAN system.

Child Safety is committed to properly considering human rights relevant to intake decisions and to acting and making decision compatibly with human rights.

The safe care and connection of Aboriginal and Torres Strait Islander children with family, community, culture and country will be a key consideration in the development of SCAN team recommendations.

## Principles:

The following principles inform the operation of the SCAN team system:

- The safety, wellbeing and best interests of a child, both through childhood and for the rest of the child's life, are paramount.
- Every child has a right to be protected from harm or risk of harm.
- All business conducted through SCAN teams will prioritise consideration of the safety, wellbeing and best interests of the child and young person, including the cultural context for the child or young person.
- A coordinated, multi-agency approach results in quality planning, assessment and response to the protection needs of the child or young person.
- SCAN team processes will occur in a timely way and all actions will be consistent with legislative and policy guidelines.
- SCAN team recommendations will be developed based on consensus following a critical analysis of the information available to the SCAN team.
- SCAN teams will act and make decisions in a way that is compatible with human rights and obligations under the *Human Rights Act 2019*.
- Support and intervention recommendations that builds upon the strengths of the child, family and community, enhances capacity and resilience and addresses identified risks and needs.
- Recommendations will be goal orientated, coordinated and individually tailored to the specific protection needs of the family.
- Aboriginal and Torres Strait Islander worldviews of child-rearing and child development are recognised and valued.
- A child and the child's family are recognised as the primary source of cultural knowledge for the child and where possible information will be sought from them to inform the SCAN team about the child's safe care and connection with family, community, culture and country.
- Recommended intervention is in line with the Child Placement Principle of prevention, partnership, participation, placement and connection.

## Objectives:

This policy aims to ensure that whenever Child Safety staff share information, assess, make recommendations and coordinate actions through the SCAN team system, their actions and decisions are in accordance with provisions in the Act.

## Scope:

This policy refers to service provision to children and their family where statutory intervention is required to assess and meet the child's protection needs.

## **Roles and Responsibilities:**

The roles and responsibilities of Child Safety staff in relation to the SCAN team system are outlined in the Child Safety Practice Manual and the *Suspected Child Abuse and Neglect (SCAN) Team System Manual*.

All SCAN team participants will:

- share information which is relevant for assessing and responding to the protection needs of the child in accordance with information sharing provisions
- ensure relevant information is provided to staff within their own agency in accordance with confidentiality and privacy requirements in a timely way
- facilitate, as far as possible, access to available resources to assess and respond to the protection needs of the child
- provide an appropriate level of professional expertise and knowledge, and
- support collaboration across agencies by demonstrating professional respect at all times.

## **Authority:**

*Child Protection Act 1999*, Chapter 5A.

## **Delegations:**

Refer to instruments of delegation for delegations relevant to SCAN team functioning.

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**Records File No.:** CHS/03380  
**Date of approval:** 09 December 2019  
**Date of operation:** 24 February 2020  
**Date to be reviewed:** 24 February 2023

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**Office:** Office of the Chief Practitioner  
**Help Contact:** Child Protection Practice

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**Links:**

**Procedures**

Suspected Child Abuse and Neglect (SCAN) Team System manual  
Child Safety Practice Manual

**Related Policies**

Intake (528)  
Investigation and assessment (386)  
Information sharing for service delivery coordination (403)  
Decisions about Aboriginal and Torres Strait Islander children and young people (641)

**Strategic Context (link to Strategic Plan – section)**

Enable the safety and wellbeing of children and young people, especially those in or leaving care.

**Related Legislation**

*Commission for Children and Young People and Child Guardian Act 2000*  
*Queensland Civil and Administrative Tribunal Act 2009*  
*Right to Information Act 2009*  
*Information Privacy Act 2009*  
*Criminal Code 1899*  
*Evidence Act 1977*  
*Health Act 1937*  
*Health Services Act 1991*

*Human Rights Act 2019*

*Education (Accreditation of Non-State Schools) Act 2001*

*Education (General Provisions) Act 1989*

### **Related Government Guidelines**

Queensland Government Protocol for Joint Agency Response to When a Child in Care is Missing.

Our Way, a generational strategy for Aboriginal and Torres Strait Islander children and families  
2017-2037

### **Forms**

Form 1: SCAN team referral

Form 2: SCAN team information

Form 3: SCAN team minutes

Form 4: SCAN team quarterly report

Form 5: SCAN team business meeting agenda

Form 6: SCAN team business meeting minutes

Form 7: SCAN team core member commitment

Form 8: SCAN team information privacy deed – affiliated/unaffiliated individual

### **Rescinded Policies**

405-4 Suspected Child Abuse and Neglect (SCAN) System

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Michael Hogan

Director-General