

# Child Safety POLICY

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**Title:** Case planning  
**Policy No:** 263-8

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## Policy Statement:

The Department of Child Safety, Youth and Women (Child Safety) has a legislative responsibility to ensure that a case plan is developed, and regularly reviewed, for each child who has been determined to be in need of protection and ongoing statutory intervention under the *Child Protection Act 1999* (the Act), with the exception of permanent care orders.

A case plan is a written plan for meeting the child's protection and care needs. Case planning is a participative process that includes planning for and convening a family group meeting and developing a case plan with appropriate goals and outcomes to meet the child's safety, belonging and wellbeing needs.

The safe care and connection of Aboriginal and Torres Strait Islander children with family, community, culture and country will be a key consideration in decision-making by Child Safety staff.

For Aboriginal and Torres Strait Islander children, family group meetings will be family-led processes as far as possible. This may involve an Aboriginal or Torres Strait Islander service funded to provide private convenor services, (such as the Family Participation Program), facilitating the decision-making process.

Child Safety is committed to respecting, protecting and promoting human rights. The *Human Rights Act 2019*, requires Child Safety to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights.

## Principles:

- The safety, wellbeing and best interests of the child, both throughout childhood and the rest of the child's life, are paramount.
- The preferred way of ensuring a child's wellbeing is through the support of the child's family.
- The child, the child's family, other appropriate members of the child's family group and other appropriate persons are encouraged to participate in the development of a case plan.
- Case plans are based on the assessed needs and strengths of a child and their family and involves a cycle of ongoing assessment, planning, implementation and review.
- Case plans must give priority to the child's needs for long-term stable care and continuity of relationships.
- Case planning will include concurrent planning for permanency options within legislated timeframes.

- Child Safety staff will act and make decisions in a way that is compatible with human rights and obligations under the *Human Rights Act 2019*.
- The five elements of the child placement principle (prevention, partnership, placement, participation and connection) under section 5C of the Act, apply to processes, decisions and actions for an Aboriginal or Torres Strait Islander child.
- Case planning must take into account the child's right to maintain family and social contacts and their ethnic and cultural identity.

### Objectives:

This policy aims to ensure that Child Safety staff develop and review case plans in accordance with the requirements outlined in the Act.

### Scope:

This policy refers to service provision by Child Safety to each child who is determined to be in need of protection and ongoing assistance under the Act.

A case plan must be developed for all children subject to intervention with parental agreement or a child protection order, including interim orders.

For children subject to permanent care orders, case plans are not reviewed unless requested by the permanent guardian or the child, and Child Safety decides to review the plan.

### Roles and Responsibilities:

The roles and responsibilities of Child Safety staff in relation to case planning are outlined in the Child Safety Practice Manual, Support a child in care, and associated resources.

### Authority:

*Child Protection Act 1999*, sections 51A-Y.

### Delegations:

Refer to instruments of delegation for delegations relevant to case planning decisions.

Refer to Child Safety's Financial delegation framework and associated financial delegations schedule, relevant to case planning.

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<b>Office:</b>	Child and Family Operations
<b>Help Contact:</b>	Operational Support

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**Links:**

**Procedures**

Child Safety Practice Manual

**Related Legislation**

*Commission for Children and Young People and Child Guardian Act 2000*

*Human Rights Act 2019*

*Queensland Civil and Administrative Tribunal Act 2009*

**Related Policies**

Care agreements (415)

Child Related Costs – Long-term guardian support (608)

Decisions about Aboriginal and Torres Strait Islander children (641)

Financial delegations – policy and procedures (FMG016.1)

Information sharing for service delivery coordination (403)

Intervention with parental agreement (343)

Participation by children and young people in decision-making (369)

Permanency planning (594)

Placement of children in care (578)

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

Structured Decision Making (407)

Supporting children in the care of long-term guardians (607)

**Forms**

Case Plan

Record of Family Group Meeting

Review Form

Letter re: Decision not to review the case plan

**Rescinded policies**

263-7 Case planning

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Michael Hogan

Director-General