

# RECORD OF INTERVIEW FORM

Padua College will make a record of there being an interview with a student for whom there are student protection concerns conducted by Department of Communities (Child Safety Services) and/or the Queensland Police Service at Padua College without parental consent.

This form is to be completed by the Rector (or delegate) and retained confidentially at school level. The form will be filed in a secure location with other school student protection documentation.

## Request for interview record

| DETAILS OF REQUEST FOR INTERVIEW             |                                                                                                                         |          |        |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|--------|
| School name                                  | Padua College                                                                                                           |          |        |
| Child to be interviewed                      |                                                                                                                         | DOB      |        |
| Date of request for interview                |                                                                                                                         |          |        |
| Time period within which contact is required | <input type="checkbox"/> Immediate/today <input type="checkbox"/> 0 < 5 days <input type="checkbox"/> 5 days - 14 days+ |          |        |
| Agency/agencies intending to interview child | <input type="checkbox"/> Child Safety Services <input type="checkbox"/> Queensland Police Service                       |          |        |
| Officers who will interview the child        | Name                                                                                                                    | Position | Agency |
|                                              |                                                                                                                         |          |        |

## RELEVANT SECTION OF THE *CHILD PROTECTION ACT 1999* FOR REQUEST

- Section 17, including that:
- It is in the child's best interests that the officer has contact with the child before the child's parents are told about the investigation
  - The child's parents knowing in advance about the proposed contact with the child is likely to adversely affect or otherwise prevent the proper conduct of the investigation

## PARENTAL CONTACT AND/OR CONSENT

Interviews conducted under S 17 (1) (b) (i) and/or (ii)

As per Section 17 (4) of the *Child Protection Act 1999* an officer of the

Department of Communities Child Safety Services  
 Queensland Police Service

will, as soon as practicable after the officer has had contact with the child, tell at least one (1) of the child's parents that the officer has had contact with the child and the reasons for the contact



## PARENTAL CONTACT AND/OR CONSENT CONTINUED

Interviews that DO NOT fall under S 17 (1) (b) (i) and/or (ii)

Has the child's parent been contacted by Child Safety Services or the Queensland Police Service in relation to the planned interview?     Yes             No

***Note: An interview may proceed once the parent has been informed and has given consent.  
Where parents do not consent, the interview may not proceed***

## SUPPORT PERSON

Can Padua College provide the child with a support person during the interview?

Yes    Outline any conditions of the support person's involvement in the planned interview

No    A support person may not attend the interview.

Reason/s for not allowing a support person to be present during the interview

### Interview record

## RECORD OF INTERVIEW

|                                                                 |  |
|-----------------------------------------------------------------|--|
|                                                                 |  |
| <b>Date and time interview conducted</b>                        |  |
| <b>Officers from external agencies present during interview</b> |  |

## PADUA COLLEGE SUPPORT PERSON PRESENT DURING INTERVIEW

|                                          |  |
|------------------------------------------|--|
| <b>Name of support person</b>            |  |
| <b>Position</b>                          |  |
| <b>Name of Rector (or delegate)</b>      |  |
| <b>Signature of Rector (or delegate)</b> |  |
| <b>Date</b>                              |  |

