

### Disclosure statement and Privacy notice

The Department of Families, Seniors, Disability Services and Child Safety (Child Safety) is collecting your personal information for the purpose of assessing the suitability of individuals who have made an application to become a foster or kinship carer. As far as possible, we will collect this information directly from you. It may also be necessary for Child Safety to collect information from third parties such as, family members, medical practitioners, or the Queensland Police Service.

Sometimes people will contact the department and share information about you. Child Safety will take reasonable steps to notify you when this occurs.

The collection of this information is authorised by the *Child Protection Act 1999* and the Child Protection Regulation 2023. Child Safety may disclose relevant personal information to agencies who hold information that is relevant to the assessment, including the Queensland Police Service, Department of Transport and Main Roads. In circumstances where an interstate or international child protection check is required, your personal information may be provided to the government agency responsible for child protection in other Australian States and Territories and to International Social Services Australia and the New Zealand Oranga Tamariki (Ministry of Children).

Personal information provided to Child Safety will be managed in accordance with the *Information Privacy Act 2009*.

Under the *Childrens Court Rules 2016* and the *Director of Child Protection Litigation Act 2016*, Child Safety is required to provide relevant information to the Director of Child Protection Litigation (DCPL) in relation to child protection proceedings, and the DCPL has a duty to disclose documents relevant to the proceedings to each other party. Therefore, any information provided to Child Safety that may be relevant to current or future court proceedings may be provided to the parties, including the parents. This may include the results of screening checks, and the assessment report in relation to your application.

Your personal information will be handled in accordance with the *Information Privacy Act 2009*. More information about how we handle personal information is available on our [website](#) and in our [Privacy Policy](#). The Privacy Policy contains information about how you can access personal information held by Child Safety and seek correction of that information if it is inaccurate, out of date, incomplete, irrelevant or misleading. The Privacy Policy also contains information about how you may complain about a breach of the Queensland Privacy Principles and how Child Safety will deal with the complaint.

### OFFICE USE ONLY

#### APPLICANT INFORMATION

Applicant's name:

Date received:

Referee's name:

Organisation:

Assessor's name:

Phone number:

Child Safety Service Centre / Agency name and contact details:

REFeree QUESTIONNAIRE

1. How long have you known the applicant?

In what capacity?

☐

As an employer

☐

As a volunteer

2. Describe what you feel may be the applicant's strong points in relation to caring for children and young people.

3. How much and under what circumstances has the applicant had experience with children and/or young people?

4. Describe the discipline approach the applicant uses with children and/or young people.

5. Describe what you have observed about how the applicant interacts with children and/or young people.

If relevant, describe what you have observed about how the applicant interacts with the parents of children and/or young people.

Would the applicant be able to recognise when he/she was experiencing difficulties caring for a child? Would he/she ask for and accept help?

Please comment on the applicant's ability to handle stressful situations.

Please comment on the applicant's knowledge and understanding of the development of children and/or young people.

How would you describe the applicant's ability to work as part of a team?

Is there anything else you would like to share about the applicant?

Referee signature:

*Where completed by referee*

Date:

WHERE REFEREE CHECK IS CONDUCTED BY PHONE

Assessor's name:

Date conducted:

Signature: