

Notice of Conditions of Accreditation as a Designated Agency



Issued under Clause 65 of the Children and Young Persons (Care and Protection) Regulation 2012

Caretakers Cottage Inc

ABN: 84 607 801 657

Date of notice: 2 March 2018

This *Notice* supersedes the *Notice of Conditions of Accreditation as a Designated Agency*, issued on 2 May 2016. The Children's Guardian has varied the conditions on the accreditation of Caretakers Cottage Inc as a designated agency.

In addition to the general conditions of accreditation in Schedule 3 of the *Children and Young Persons (Care and Protection) Regulation 2012*, the Children's Guardian has imposed the following conditions on the agency's accreditation.

Condition 1

This agency may provide:

- statutory out-of-home care (residential care)
- supported out-of-home care (residential care)

Condition 2

This agency must notify the Children's Guardian in writing each time a child under 12 years of age is placed in residential statutory out-of-home care with the agency.

Condition 3

This agency must verify online the Working with Children Check clearance, or in the absence of a clearance, an application for each staff member in child-related work or in a child related role, each authorised carer and each adult person residing with an authorised carer before commencing employment.

Condition 4

This agency may not provide, arrange or supervise voluntary out-of-home care.

Condition 5

This agency must maintain records of practice relevant to the safety, welfare and well-being of children and young persons placed with it. These records must be made available to the Children's Guardian for inspection upon request, in written form or an electronic format approved by the Children's Guardian.

Condition 6

The Principal Officer of this agency is required to notify the Children's Guardian in writing when the agency receives an allegation of sexual misconduct or serious physical assault towards a child or young person in out-of-home care, committed by a child-related worker (inclusive of employees, authorised carers, adult household members and board members).

Condition 7

This agency must undertake a National Police Check for all employees, contractors and volunteers in child related work in residential care.

Condition 8

This agency must comply with the guidelines for the emergency authorisation of staff and contractors, issued by the Children's Guardian.

Giving false or misleading information to the Children's Guardian is a serious offence.

The Children's Guardian may suspend, shorten or cancel the agency's accreditation if it fails to comply with any of these conditions.

The Children's Guardian may publish details of failure to comply with conditions of accreditation in the Children's Guardian's Annual Report to Parliament.

A decision of the Children's Guardian to impose, not impose, vary or revoke a condition of accreditation is reviewable by the NSW Civil and Administrative Tribunal (NCAT), under clause 7 of the *Children and Young Persons (Care and Protection) Regulation 2012*, following an internal review by the Children's Guardian. Further information about NCAT and internal reviews may be obtained from NCAT (tel: 1300 006 228).

The Children's Guardian has provided a copy of this *Notice* to Community Services and Ageing, Disability and Home Care from the NSW Department of Family and Community Services and to the NSW Ombudsman.

Janet Schorer
Children's Guardian