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the Children's Guardian

Notifications to the Office of the Children's Guardian

Notification forms

Begin placement of a child in non-home based emergency care (166.2KB)

A designated agency is required to notify the Office of the Children's Guardian when it places a child or young person in care arrangements, other than statutory foster care or residential care, within 24 hours of the placement.

Download notification form

Plan to transition a child from non-home based emergency care to permanent care (158.6KB)

A designated agency is required to notify the Office of the Children's Guardian when it develops a plan to transition the child or young person

from the emergency care arrangement to a permanent care arrangement. This plan must be submitted to the Office of the Children's Guardian within 7 days of the placement date.

Download notification form

End of placement of a child in non-home based emergency care (159.2KB)

A designated agency is required to notify the Office of the Children's Guardian when a non-home based emergency care placement has ceased. This notification must be submitted to the Office of the Children's Guardian within 7 days of the placement ceasing.

Download notification form

Adoption agency and Principal Officer update form (908.2KB)

Please advise the Office of the Children's Guardian in writing whenever there are changes to your agency's Principal Officer or agency contact details. Please complete both Part A and Part B of this form.

Download notification form

Designated agency and Principal Officer update form (909.2KB)

Please advise the Office of the Children's Guardian in writing whenever there are changes to your agency's Principal Officer or agency contact details. Please complete both Part A and Part B of this form.

Download notification form

Allegations of sexual misconduct or serious physical assault

against a child or young person (163.7KB)

All agencies must notify the Children's Guardian in writing each time an allegation of sexual misconduct or serious physical assault is received.

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Death of a child or young person in statutory out-of-home care (156.5KB)

Under the Children and Young Persons (Care and Protection) Act 1998, all accredited agencies must immediately notify the Children's Guardian of the Death of a child or young person in statutory out-of-home care placed with the agency.

Download notification form

Begin placement of a child under 12 years of age in residential care (156.3KB)

All agencies 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. If the placement with the agency ceases before the child turns 12, the agency must notify the Children's Guardian. There is a form for agencies to notify the Children's Guardian when a placement begins or ends.

Download notification form

End of placement of a child under 12 years of age in residential statutory out-of-home care (156.1KB)

All agencies 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. If the placement with the agency ceases before the child turns 12, the agency must notify the Children's Guardian. There is a form for agencies to notify the Children's Guardian when a placement begins or ends.

Download notification form
