



Policy 14: Working with People Under 18 years

Ballistic Training Solutions provides workforce planning, training and consultancy services to Industry Clients including the Aviation, Education, Construction, Environmental, Agricultural Engineering Infrastructure and Resource Sectors.

Students under 18 years of age may enroll with Ballistic Training Solutions. According to the law, a child is considered any individual less than 18 years of age.

Ballistic Training Solutions will ensure that all Students are protected from all forms of harm, including bullying, harassment, discrimination and intimidation. All staff are required to report to Ballistic Training management any behavior that can reasonably be considered harmful or potentially harmful to Students, or where it is reasonable to believe that a Student has been harmed or requires protection from harm.

In cases where allegations or information indicate it is reasonable to believe a Student has suffered from or may require protection from harm, Ballistic Training Solutions will report to the Department of Communities, Child Safety and Disability Services www.communities.qld.gov.au.

The initial information that a child protection officer will require is:

- The name, age and address of the child or young person
- The reasons you suspect the child or young person may have experienced or is at risk of experiencing harm
- The immediate risk to the child or young person
- Contact details. You may remain anonymous; however it is preferable to provide these details so that the officer can call you if further information is needed

If allegations may constitute child abuse by a person external to Ballistic Training Solutions, the Ballistic Training CEO will report the matter to the Police or the Department of Communities, Child Safety and Disability Services.

Ballistic Training Solutions will comply with all relevant State and Federal legislation in the area of working with children.

Ballistic Training management recommend that all staff obtain the appropriate Police check for child related employment. Information is available at: www.afp.gov.au

Contact us for more information via:

PO Box 7502 Sippy Downs QLD 4556

Phone: 0455 301 982

Email: info@ballistic.edu.au

Authorised by:

A handwritten signature in black ink, appearing to read "Peter Tremain", written over a white background.

**Peter Tremain
Chief Executive Officer**