



## Rights and obligations for individual's – Organisations social media toolkit

### Awareness campaign for organisations

Applicants and card holders have obligations under the blue card system. Organisations can help ensure their employees, students and volunteers fulfill these obligations. These obligations include:

For **applicants**, letting us know within **7 days** if:

- their personal details change i.e. contact information
- their employment circumstances change i.e. stops or starts working with an organisation.

for **card holders** letting us know within **14 days** if:

- their personal details change
- their employment circumstances change
- they lose their blue card
- their card is stolen.

If a card holder is not linked to your organisation, we won't know to tell you if there is a change in the card holder's police information. Accordingly, it is important to regularly review your employee register to ensure all current staff and volunteers are linked to your organisation.

Where a card holder is continuing in child-related employment, it is important that they renew their blue card before it expires. If a card holder has renewed their card on-time, they can continue working with kids while their renewal application is being processed– even if their card expires. If not, they will be subject to No Card, No Start, which means they must stop child-related work until a new blue card is issued.

### Social media awareness

The following social media posts may be useful for organisations including schools; sporting clubs; child care centres; health, counselling and support services; churches; clubs; and other organisations regulated by the *Working with Children (Risk Management and Screening Act) 2000* to raise awareness of a card holder's and applicant's obligations under the blue card system.

#### Organisations – General post

- Our staff and volunteers play a valuable role in our organisation and it is important that blue card applicants and card holders comply with their obligations under the blue card system. Find out more at [www.qld.gov.au/bluecardindividuals](http://www.qld.gov.au/bluecardindividuals). Working together to keep kids safe #bluecardqld
- Myth busted – if you updated your contact details with TMR, your contact details will not be updated with Blue Card Services. Visit [qld.gov.au/bluecard](http://qld.gov.au/bluecard) to make these changes. Working together to keep kids safe #bluecardqld
- Lost your blue or exemption card? Don't worry, visit [qld.gov.au/bluecard](http://qld.gov.au/bluecard) to get a new one. #bluecardqld
- Concerned about a worker in our organisation? Staff and volunteers have an obligation to let Blue Card Services know of any change in their police information. Working together to keep kids safe #bluecardqld
- Have you had a change in your police information? You don't have to let us know what the change is, but you do need to let Blue Card Services know if your police information changes. Visit [www.qld.gov.au/bluecardindividuals](http://www.qld.gov.au/bluecardindividuals) for more information. Working together to keep kids safe #bluecardqld

- If you snooze, you lose - don't let your blue card expire! If you forget to renew your card before your card expires - you will be subject to the No Card, No Start laws and cannot continue to work with us until your new card is issued.

### **Organisations – for employees without a blue card**

- Are you waiting for your blue card to work with us? Make sure you tell Blue Card Services if your contact details change. Read more at [www.qld.gov.au/bluecardindividuals](http://www.qld.gov.au/bluecardindividuals). Working together to keep kids safe #bluecardqld
- Have you been linked to our organisation? If not, this might be why you haven't been able to finish your blue card application. Contact your blue card co-ordinator for help. #bluecardqld

### **Volunteer Organisations**

- Our volunteers play an important role in our organisation – make sure you keep your contact information current with Blue Card Services. Read more about your obligations at [www.qld.gov.au/bluecardindividuals](http://www.qld.gov.au/bluecardindividuals). Working together to keep kids safe #bluecardqld

### **Organisations – peak bodies**

- Our volunteers must be linked to our organisations before they start work. If you aren't sure, contact the blue card coordinator to create the link. #bluecardqld
- Has your police information changed? If you're working with kids you have an obligation to let Blue Card Services know of any changes to your police information. Visit [www.qld.gov.au/bluecardindividuals](http://www.qld.gov.au/bluecardindividuals) to read more. Working together to keep kids safe #bluecardqld

## **Social media images**





## More resources

Find information about blue card obligations for organisations at [www.qld.gov.au/bluecardorganisations](http://www.qld.gov.au/bluecardorganisations). For information to assist organisations in developing a child and youth risk management strategy, visit [www.qld.gov.au/bluecardriskmanagement](http://www.qld.gov.au/bluecardriskmanagement).

## Need help?

Please call us on 1800 113 611 or 07 3211 6999 or visit [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard). If you need an interpreter, contact Language Loop on 1800 512 451.