

# St Francis of Assisi Catholic Primary School Care, Safety and Welfare of Students

## Guidelines and template checklist



Principals should use this checklist to ensure that their school has all the policies and procedures, including relevant forms and registers, to meet the minimum standards required by the Victorian Registration and Qualifications Authority (VRQA). Documents required as part of minimum standards are marked with an \*.

- \*Guidelines – Pastoral care of students policy
- \*Guidelines and Template – Student behaviour policy
- \*Guidelines – Attendance guidelines and advice re school specific procedures
- \*Guidelines – Anti-bullying policy, including cyberbullying
- \*Guidelines – Duty of care policy
- \*Guidelines – Anaphylaxis management policy
- \*Template – Individual anaphylaxis management plan
- \*Template – Action plan for anaphylaxis
- \*Template – Risk management checklist for off-site activities
- \*Template – Annual risk management checklist: Anaphylaxis
- \*Guidelines – First aid guidelines
- \*Template – First aid risk assessment
- \*Template – First aid form: School and parent record
- \*Template – First aid procedures
- \*Template – ICT acceptable usage policy
- \*Template – Supervision policy