

Raising a compliance concern about non-State schools, governing bodies, or unaccredited places

The role of the Board

The Board operates under the *Education (Accreditation of Non-State Schools) Act 2017*.

The Board's functions include:

- deciding the accreditation of non-State schools
- deciding the eligibility for government funding of governing bodies for accredited non-State schools
- monitoring accredited non-State schools and their governing bodies
- examining whether a place is being operated as, or held out as, a school without Board accreditation

The Board is authorised to deal with your concern only if it is within the Board's legislative jurisdiction.

The Board is not a tribunal or industry ombudsman.

Concerns the Board is able to consider about a non-State school, or its governing body



The Board is authorised to only consider matters related to whether a non-State school, or its governing body, is complying with the requirements of the Act.

For example, concerns the Board may consider include:

- suitability of the governing body to govern the school
- the school's administration and governance
- the school's financial viability
- the school's educational program
- the school's student welfare processes
- the school's resources
- the school's improvement processes
- the school being operated for profit (if eligible for government funding)

Concerns the Board is able to consider about a place operating as a school without Board accreditation



The Board is authorised to only consider concerns about:

- a person operating a school without accreditation by the Board
- a person holding out a school as being an accredited school if it is not accredited by the Board

When raising a compliance concern

- ! Be informed about the Board's role and what is within its authority
- ! Provide all particulars and details you have about the non-compliance so the Board can properly assess the issue
- ! Be aware that the information you disclose to the Board may be a 'public interest disclosure' under the *Public Interest Disclosure Act 2010*

Further information

- [Policy](#) for managing compliance concerns raised about non-State schools, governing bodies, or unaccredited places
- [Procedure](#) for managing compliance concerns raised about non-State schools, governing bodies, or unaccredited places
- [Form](#) for raising compliance concerns about non-State schools, governing bodies, or unaccredited places

What the Board is unable to consider about a non-State school, or its governing body



Concerns the Board cannot consider include:

- student fees and charges
- student awards
- student reports
- students repeating grades
- allocation of teachers

How 'compliance' and 'other' concerns may be addressed

1 Resolve your compliance or other concern directly with the non-State school or its governing body

(Optional and only applicable if relating to a non-State school or its governing body)

- As a first step, it is open to you to seek to resolve your compliance or other concern directly with the governing body or senior officials of the non-State school
- In the case of a compliance concern — seeking a local resolution does not prevent you from raising your concern with the Board at any time



2 Raise your compliance concern with the Board

Who can raise?

- anyone can raise a concern
- a concern can be raised anonymously, but this may restrict the Board's examination of the concern, or in some cases prevent the concern being examined

How to raise?

- complete and submit the *Compliance concerns about non-State schools, governing bodies, or unaccredited places form* online, by post, or email
- telephone
- you can request translation and interpreter services or services for people with hearing, vision or speech impairments

Response time?

- the Board will acknowledge receipt within three days
- if not within the Board's legislative jurisdiction — the Board will advise you in writing as soon as possible
- if within the Board's legislative jurisdiction — the Board will endeavour to respond within a timely manner



3 Board assessment and investigation of a compliance concern

Your concern cannot be actioned if:

- it is outside the Board's jurisdiction
- it is trivial, frivolous or vexatious
- it is not made in good faith, or lacks substance
- the subject matter of the concern has already been adequately dealt with by the Board

The Board:

- will seek to inform itself of all relevant facts relating to your concern
- will take the investigative action it considers appropriate in the circumstances



4 Outcomes of a compliance concern

Outcomes arising from your compliance concerns, include:

- for an accredited non-State school or its governing body
 - Board taking no further action
 - the governing body/school acting voluntarily to rectify the matter
 - Board direction to take particular action
 - Board cancelling accreditation
 - Board withdrawing government funding eligibility
 - Board referral to another appropriate agency including, for example, Queensland Police Service or the Crime and Corruption Commission
- for a place/school operating without Board accreditation
 - Board taking no further action
 - the operator of the place/school acting voluntarily to rectify the matter
 - Board initiating summary proceedings for an offence in a Court



5 Notification of the outcome of a compliance concern

- the Board will notify you of the conclusion of its investigation
- due to the strict confidentiality obligations imposed on the Board by the Accreditation Act for certain situations, the Board may not be in a position to advise you of the particulars of its investigation or the outcome

