



Rights and obligations for card holders

This fact sheet provides information around the rights and obligations of people who hold a blue card under the *Working with Children (Risk Management and Screening) Act 2000* (the Act).

A person must hold a blue or exemption card to work or volunteer in child-related regulated employment or business in Queensland. If you have applied for and received a blue or exemption card, you have rights and obligations under the blue card system.

An applicant (a person who has applied for a blue or exemption card) must notify us within **7 days** if:

- their personal details change for example, contact information including name changes, or
- their employment circumstances change for example, they start or stop working with an organisation or they transfer from volunteer to paid work or start their own business.

Card holders must notify us within **14 days** if:

- their personal details change for example, contact information including name changes, or
- their employment circumstances change for example, they start or stop working with an organisation or they transfer from volunteer to paid work, or start their own business, and
- they lose their blue or exemption card or if their card is stolen.

Types of blue cards

There are different blue and exemption cards for volunteers, paid employees, and business operators.

If you hold a paid blue card, you can use this for volunteering and paid employment with various organisations. However, if you hold a volunteer blue card and propose to start in paid employment or run a business regulated by the blue card system, you must change your volunteer card to a paid card. You can do this by submitting a *Volunteer to paid employment transfer* or *Volunteer to business transfer* online or via the paper form.

Change in police information

All applicants and card holders are monitored daily by the Queensland Police Service. As an applicant or card holder, you must **immediately** let us know if your police information changes by completing a change in police information notification.

A change in police information includes:

- any charge or conviction for an offence. To be clear a conviction means being found guilty by a court, or the acceptance of a plea of guilty by a court, regardless of whether a conviction is recorded and regardless of when and where it took place
- the existence of police investigative information relating to allegations of serious child-related sexual offences, even if no charges were laid
- being the subject of an application for a disqualification order. A disqualifying order is an order that prohibits a person from holding or applying for a blue/exemption card
- being a respondent to an application for offender prohibition order under the *Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004*
- becoming subject to reporting obligations or a child protection offender prohibition order under the *Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004*, or a disqualification order, or a sexual offender order.



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We will notify employers of a change in police information when the change is considered relevant to child-related employment.

Suspended or cancelled blue card

If your card is suspended or cancelled you **must not apply for, start, or continue in regulated child-related work or business** and immediately return your blue card to Blue Card Services.

If your card is suspended, and all charges have been finalised in court, your eligibility to hold a card will be re-assessed. We will notify you and your employer, volunteer organisation or education provider of the outcome of the re-assessment, i.e., whether your card is continued or the suspended card is cancelled, and a negative notice is issued.

A cancelled or suspended card holder and negative notice holder is considered a **restricted person**.

Restricted person, restricted employment laws

Restricted person is a person who either:

- has been issued a negative notice
- has a suspended blue card
- is a disqualified person
- has been charged with a disqualifying offence which has not been finalised, or
- is the subject of an adverse interstate Working with Children check decision that is in effect.

Restricted employment refers to situations which allow a person to work with children without a blue card. These include scenarios such as:

- volunteer parents
- volunteers under the age of 18
- paid or unpaid staff who work in child regulated employment for not more than 7 days in a calendar year
- a person with disability who is employed at a place where the person also receives disability services or NDIS supports or services, and
- a secondary school student on work experience who carries out disability related work under the direct supervision of a person who holds a blue or exemption card.

Penalties apply to individuals who start or continue in restricted employment as a restricted person.

Blue card renewals

We send a renewal text message **10 weeks** before your blue card expires. Card holders must renew their card before your card expires to ensure they continue in student placement, volunteering, paid employment or run their business while their application is being processed, even if you have not received your new card in the mail. You can renew online or using the paper form.

If you do not submit your renewal before the expiry date on your current blue card, you will be subject to No Card, No Start, and **cannot** continue student placement, volunteering, paid employment or run your business until your application has been assessed.

More information on renewing a blue or exemption card is available at www.qld.gov.au/renewbluecard.

Need more information?

Read more about your obligations by visiting www.qld.gov.au/bluecardindividuals. Please call us on **1800 113 611** or **07 3211 6999** or visit www.qld.gov.au/bluecard. If you need an interpreter, contact **Language Loop** on **1800 512 451**.