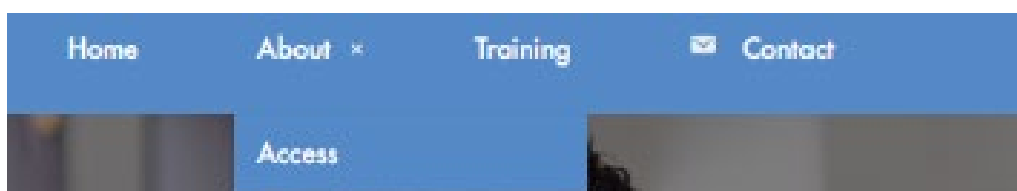


Keeping Safe: Child Protection Curriculum

Keeping Safe: Child Protection Curriculum (KS:CPC) Website guide - <https://kscpc.sa.edu.au/>



LANDING PAGE



- About:** Information about the KS:CPC including the documents, aims, themes and focus areas.
- Access:** Requirements for accessing the KS:CPC, approved sites and organisations, licence agreement and further information.
- Training:** Information about the full day KS:CPC Educator course.
- Contact:** Phone, email and support.

KS:CPC access requirements

Access to the KS:CPC resources and website is available to educators:

- that have completed the KS:CPC Educator course, and
- are currently working with the South Australia Department for Education, or a site or organisation with an active KS:CPC licence agreement.

Questions and answers

1. How do I know if I've completed the KS:CPC Educator course?

Department for Education South Australia	• Check the Employee Information Kiosk • Ask site leadership to check the HRS portal • Or email education.cpc@sa.gov.au
Other sites and organisations in South Australia	• CESA - contact the CESA office. • Other - email education.cpc@sa.gov.au
Other sites and organisations Australia and across the world	• Speak to your site KS:CPC contact or leadership staff. • Or email education.cpc@sa.gov.au

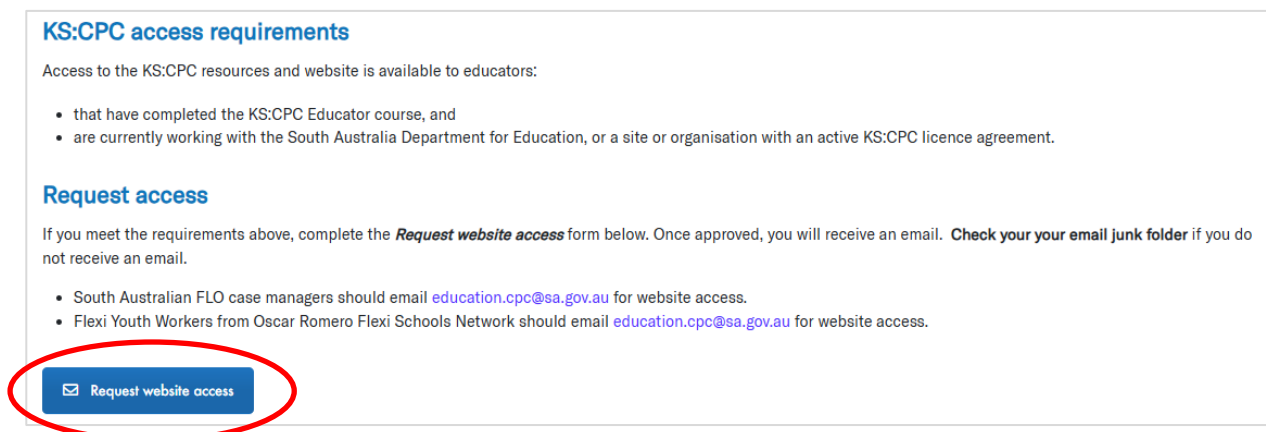
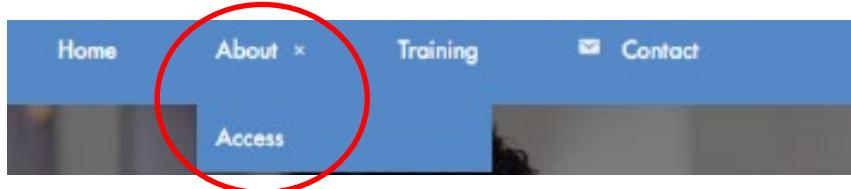
2. What are the approved sites and organisations?

Click on About then Access and click on the accordions.



3. I don't have access but meet the requirements. What should I do?

- On the website menu, click on **About** then **Access** (see below).
- Click on the **Request website access** (see below), complete the form and submit it.
- The KS:CPC team will contact you with more information.



4. I don't meet the requirements. How can I find out about accessing the KS:CPC?

Read the licence agreement information on the **Access** page then email education.cpc@sa.gov.au.

Using the KS:CPC website

1. Logging in



Log in at either of these locations.

- Enter your username (email address) and your password.
- Click Log in
- If you have forgotten your password, click **Forgot password**.
- If you have forgotten your username or email address, click **Forgot username or email address**.

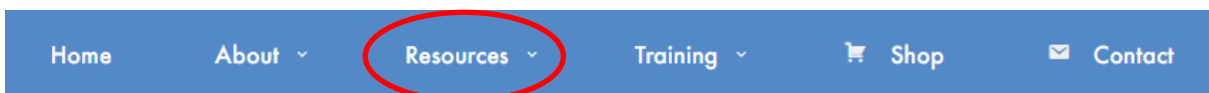
2. About



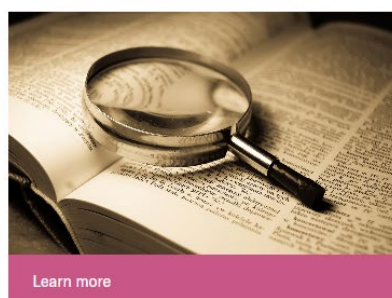
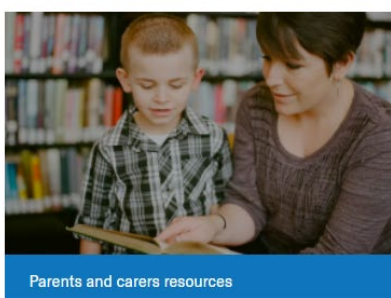
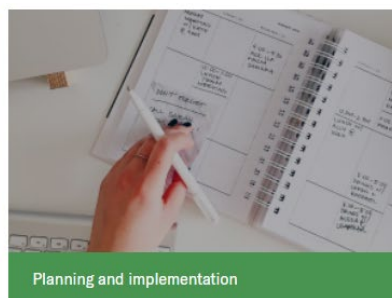
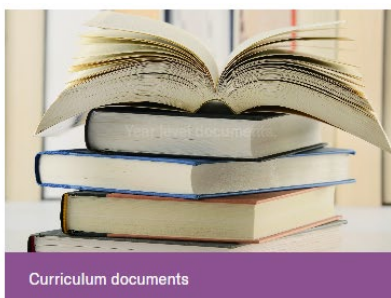
Information about the KS:CPC including the documents, aims, themes and Focus Areas.

- **Access** - Requirements for accessing the KS:CPC, approved sites and organisations, licence agreement and further information.
- **News** - Latest KS:CPC information.

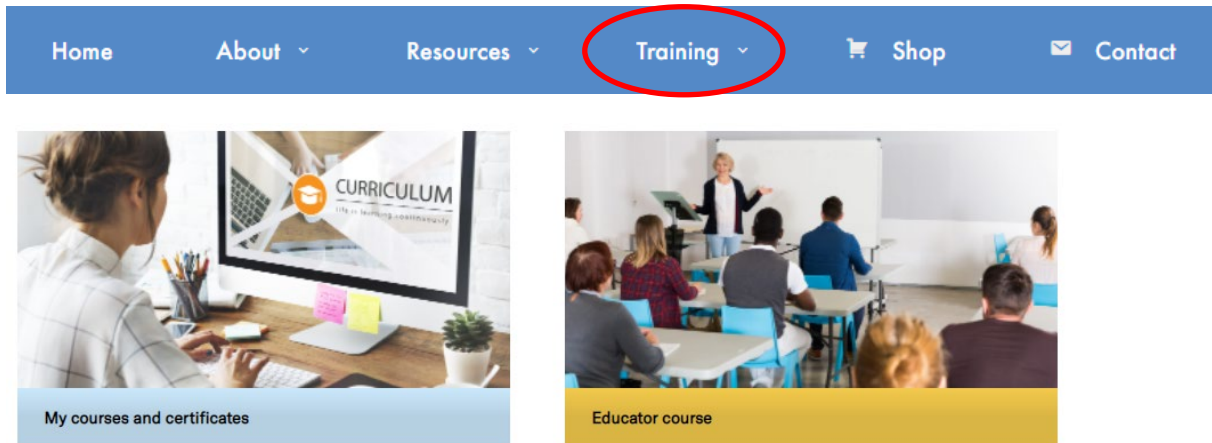
3. Resources



Click on the preferred resource section.



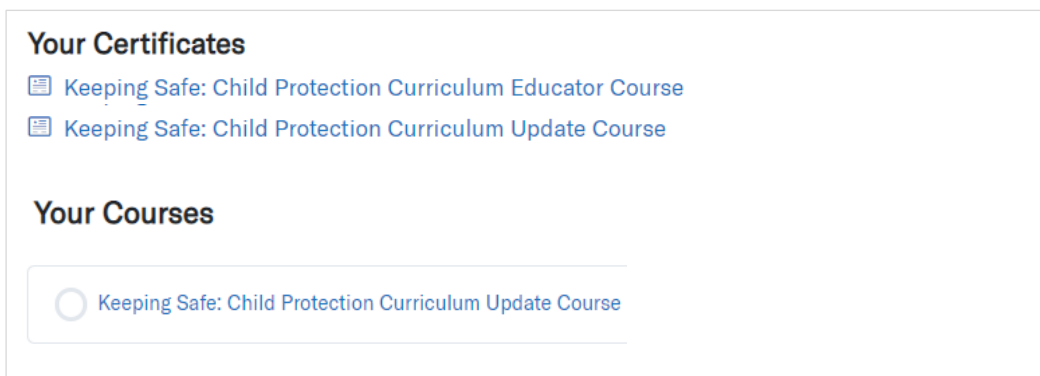
4. Training



4.1 My courses and certificates

Click on **My courses and certificate**.

Certificates are listed under **Your Certificates**. Courses are listed under **Your Courses**.



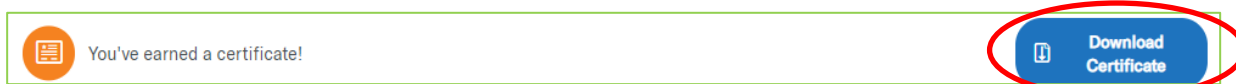
4.2 Completing an online course

Choose the course from **Your Courses** then click on **START COURSE**.



4.3 Accessing your online course certificate

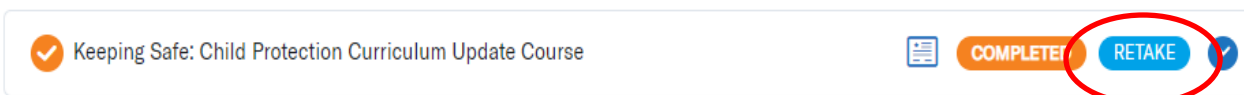
Once you have completed the course, you can download your certificate from the update course page.



Or you can access the certificate from the **My Courses** page under **Your Certificates**.

4.4 Retake the update course

You can *Retake* a course by clicking on the **RETAKE** button. Your old certificate will be deleted and a new one will be generated on completion, with the new date.

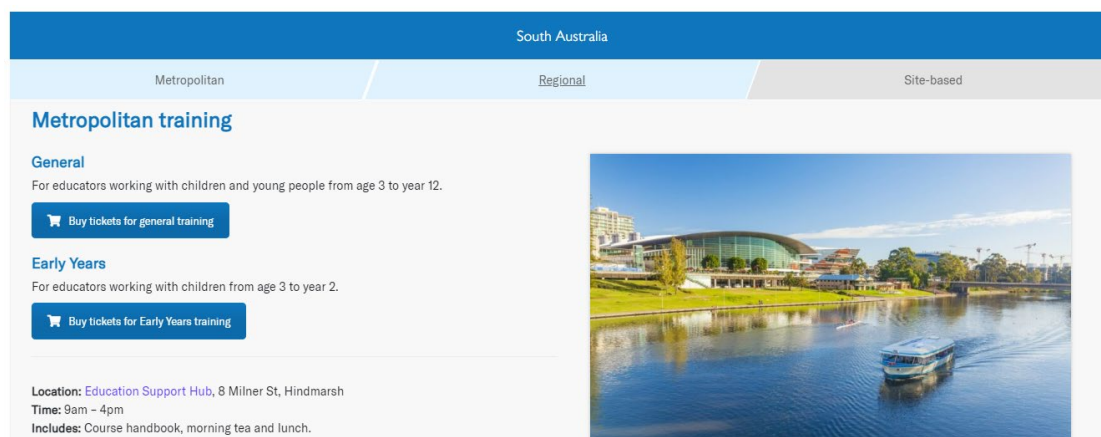


4.5 Educator course

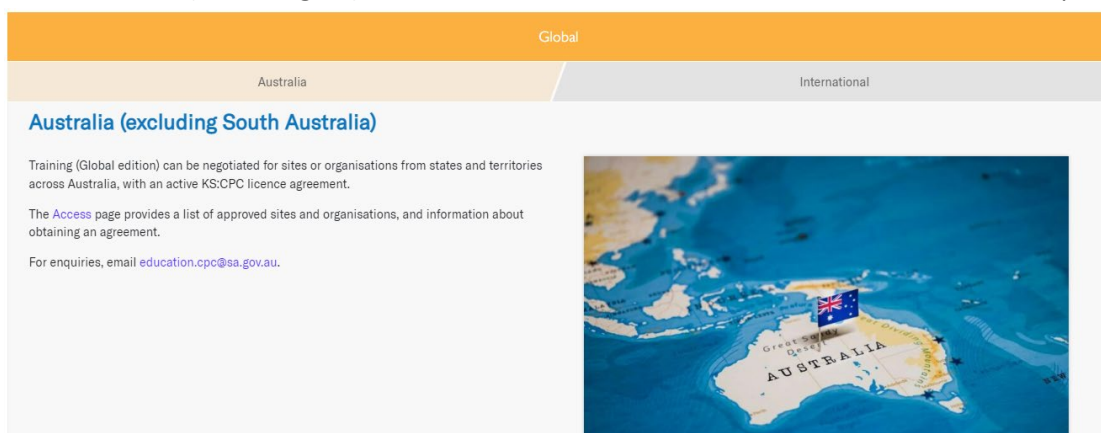


Click on **Educator course**.

For South Australian sites – training is available for metropolitan, regional or site-based.



For Australian (excluding SA) and international schools – contact the KS:CPC team for options.

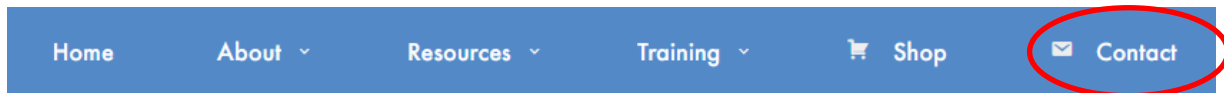


5 Shop



Purchase hard copy copies of the curriculum documents.

6 Contact



Contact

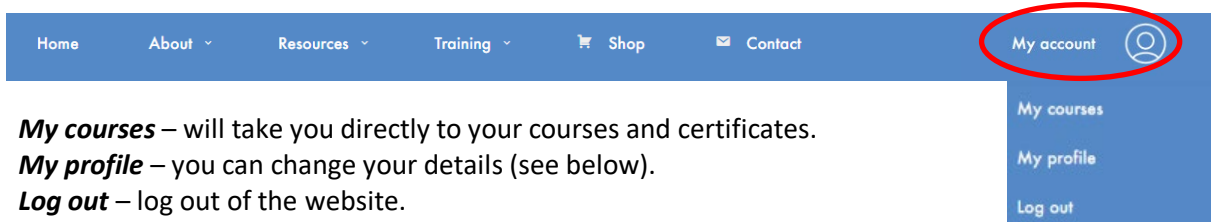
Phone: +61 8 8463 5910 | Email: education.cpc@sa.gov.au

Department for Education: [KS:CPC for educators](#) and [KS:CPC for parents and carers](#)

Support

- If you have questions about the KS:CPC curriculum, resources, training or bookings, email the [KS:CPC team](#).
- For help with website issues, email the [KS:CPC team](#).
- For help with system issues, contact your workplace's technical support.

7 My account



My courses – will take you directly to your courses and certificates.

My profile – you can change your details (see below).

Log out – log out of the website.

Personal details

Username *	
First Name	
Last Name	
E-mail *	
<i>If you change this, we will send you an email at your new address to confirm it.</i>	
The new address will not become active until confirmed.	
Site:	
Password	
New password	
Repeat password	
Update	
Request account deletion	

Contact: education.cpc@sa.gov.au for information or support.