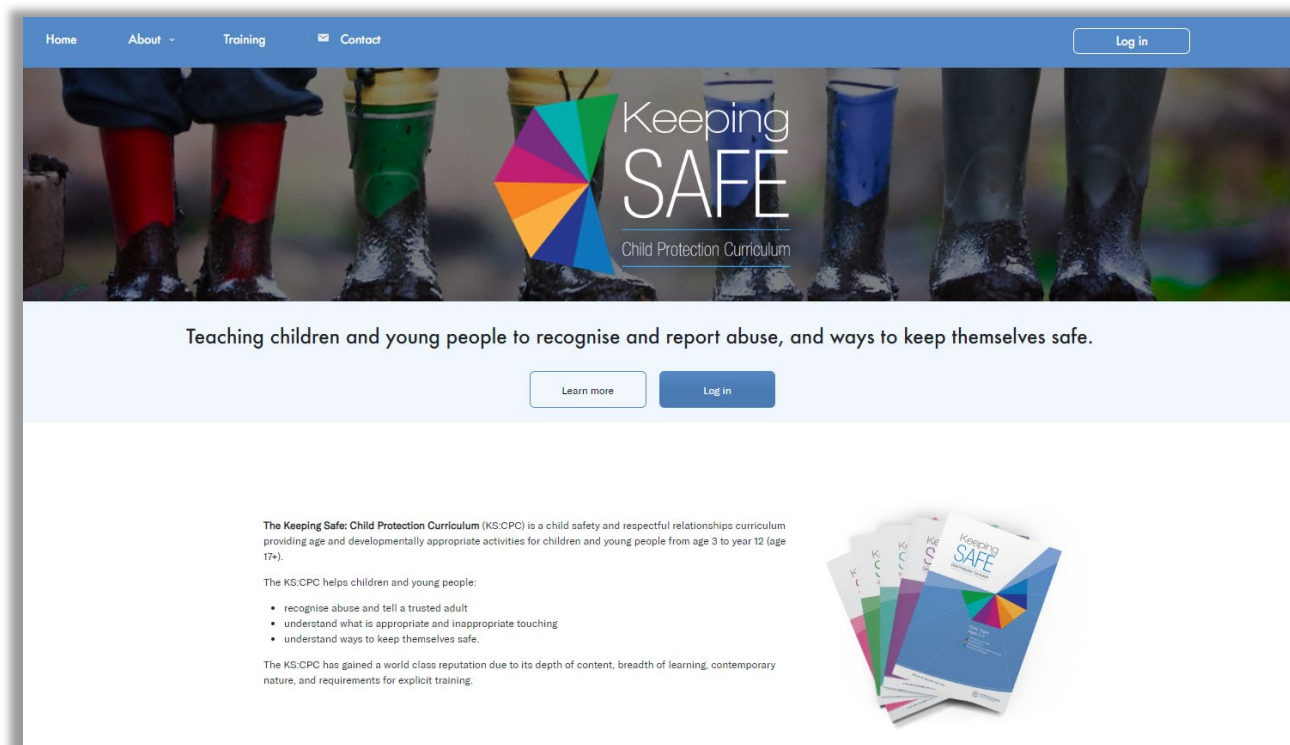
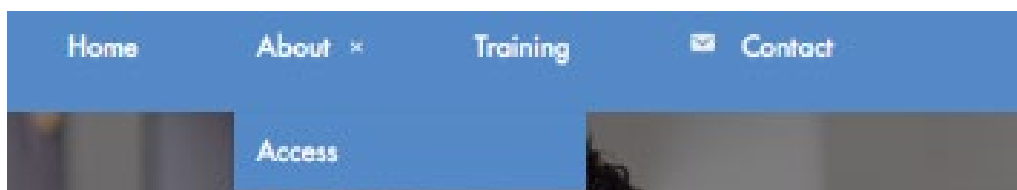


# Keeping Safe: Child Protection Curriculum

## 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.

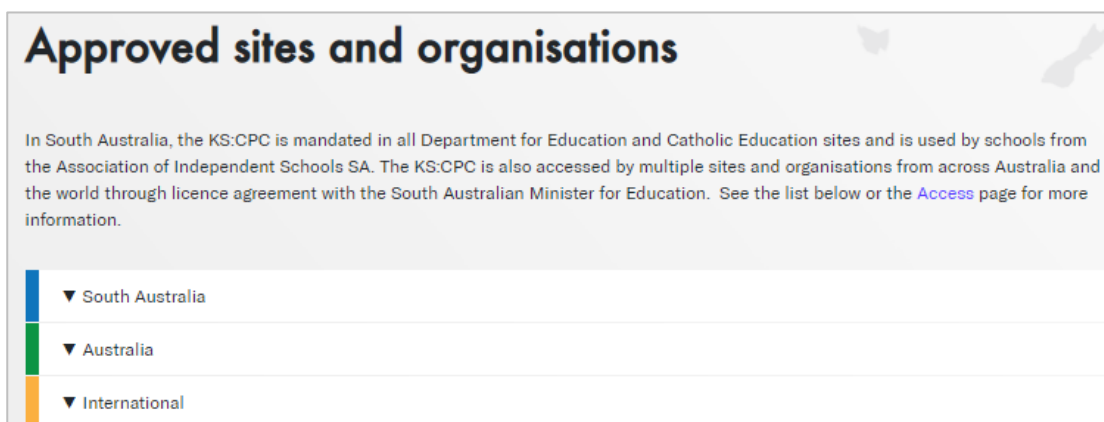
# Questions and answers

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

|   |  |
|---|--|
| Department for Education<br>South Australia                     | <ul style="list-style-type: none"><li>• Check the <a href="#">Employee Information Kiosk</a></li><li>• Ask site leadership to check the HRS portal</li><li>• Or email <a href="mailto:education.cpc@sa.gov.au">education.cpc@sa.gov.au</a></li></ul> |
| Other sites and organisations in<br>South Australia             | <ul style="list-style-type: none"><li>• CESA - contact the CESA office.</li><li>• Other - email <a href="mailto:education.cpc@sa.gov.au">education.cpc@sa.gov.au</a></li></ul>   |
| Other sites and organisations<br>Australia and across the world | <ul style="list-style-type: none"><li>• Speak to your site KS:CPC contact or leadership staff.</li><li>• Or email <a href="mailto:education.cpc@sa.gov.au">education.cpc@sa.gov.au</a></li></ul>   |

## 2. What are the approved sites and organisations?

Scroll to the bottom of the website home page and click on the accordions.



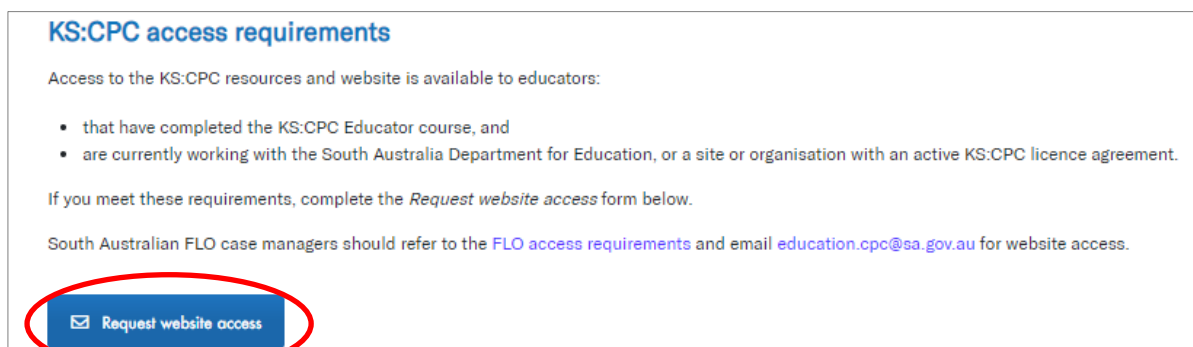
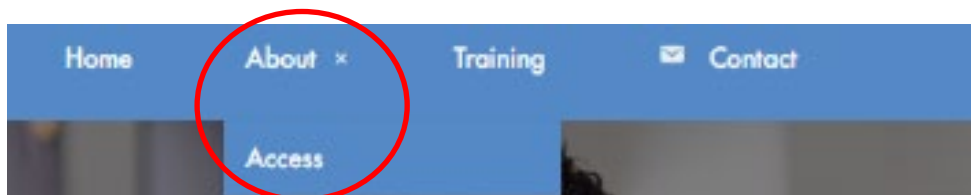
### Approved sites and organisations

In South Australia, the KS:CPC is mandated in all Department for Education and Catholic Education sites and is used by schools from the Association of Independent Schools SA. The KS:CPC is also accessed by multiple sites and organisations from across Australia and the world through licence agreement with the South Australian Minister for Education. See the list below or the [Access](#) page for more information.

- ▼ South Australia
- ▼ Australia
- ▼ International

## 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.



### 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.

If you meet these requirements, complete the *Request website access* form below.

South Australian FLO case managers should refer to the [FLO access requirements](#) and email [education.cpc@sa.gov.au](mailto:education.cpc@sa.gov.au) for website access.

[Request website access](#)

## 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](mailto:education.cpc@sa.gov.au).

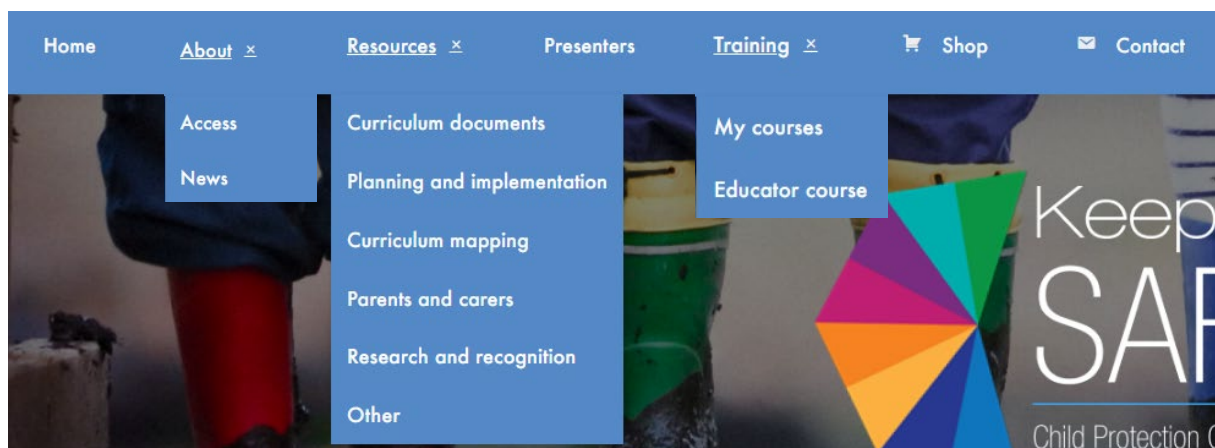
# Using the KS:CPC website

## 1. Logging in

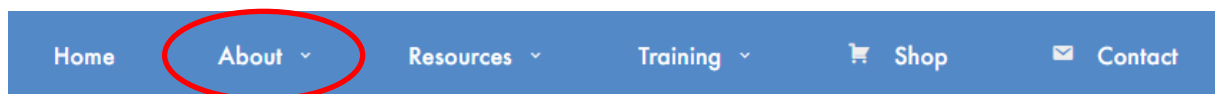


- Enter your username or email address and your password.
- Tick *I'm not a robot*.
- Click Log in
- If you have forgotten your password, click **Forgot password**.
- If you have forgotten your username or email address, click **Forgot username or email address**.

## 2. Home page



## 3. About



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

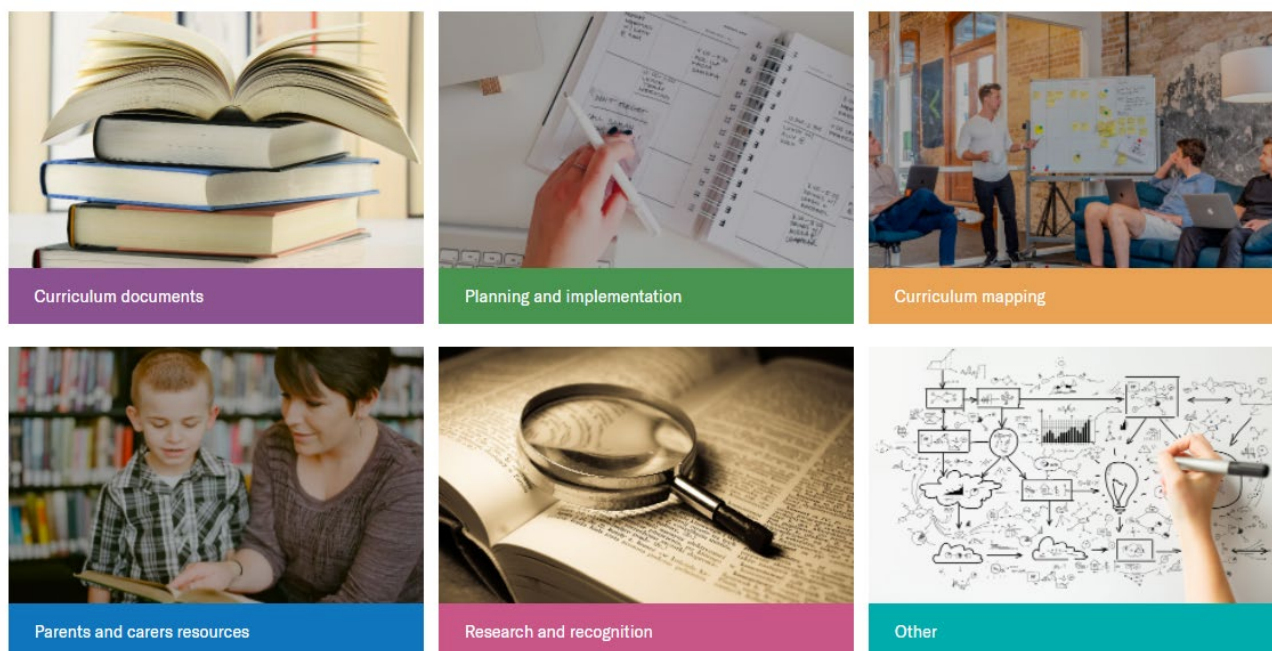
- **Access** - Requirements for accessing the KS:CPC, approved sites and organisations, licence agreement and further information.
- **News** - Latest KS:CPC information.



## 4. Resources



Click on the preferred resource section.



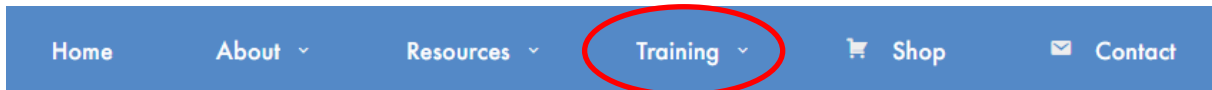
### 4.1 Resource pages

Below is a summary of the resources in each section.

| Curriculum documents  | Planning and implementation  | Curriculum mapping   |
|---|--|--|
| <ul style="list-style-type: none"> <li>• Year level documents</li> <li>• Support materials.</li> </ul>  | <ul style="list-style-type: none"> <li>• Whole site planning tools               <ul style="list-style-type: none"> <li>– Whole-site implementation guide</li> <li>– Site implementation rubric</li> <li>– Implementing in a site managing significant problematic sexual behaviours</li> <li>– HRS help sheet (Department for Education SA).</li> </ul> </li> <li>• Overview charts</li> <li>• Sample planning guides.</li> </ul> | <ul style="list-style-type: none"> <li>• Australian Curriculum</li> <li>• SACE (year 11 and 12)</li> <li>• International Baccalaureate</li> <li>• Early Years Learning Framework</li> <li>• Teaching for Effective Learning (SA only)</li> </ul> |
| Parents and carers resources  | Research and recognition   | Other  |
| <ul style="list-style-type: none"> <li>• General information               <ul style="list-style-type: none"> <li>– PowerPoint presentation</li> <li>– Student reporting examples</li> <li>– Sample letter</li> <li>– Newsletter examples</li> </ul> </li> <li>• Fact sheets</li> <li>• Concept summaries</li> <li>• Translated summaries.</li> </ul> | <ul style="list-style-type: none"> <li>• Research articles</li> <li>• Recognition information.</li> </ul>  | <ul style="list-style-type: none"> <li>• Posters</li> <li>• Resource lists.</li> </ul>   |



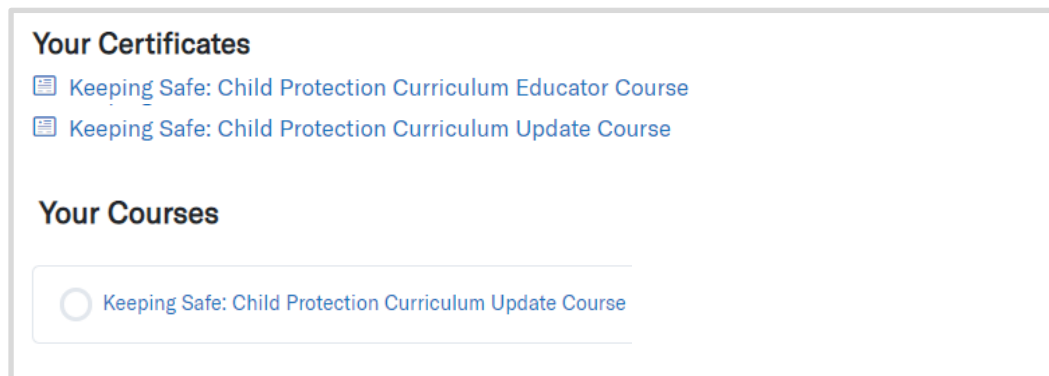
## 5. Training



### 5.1 My courses and certificates

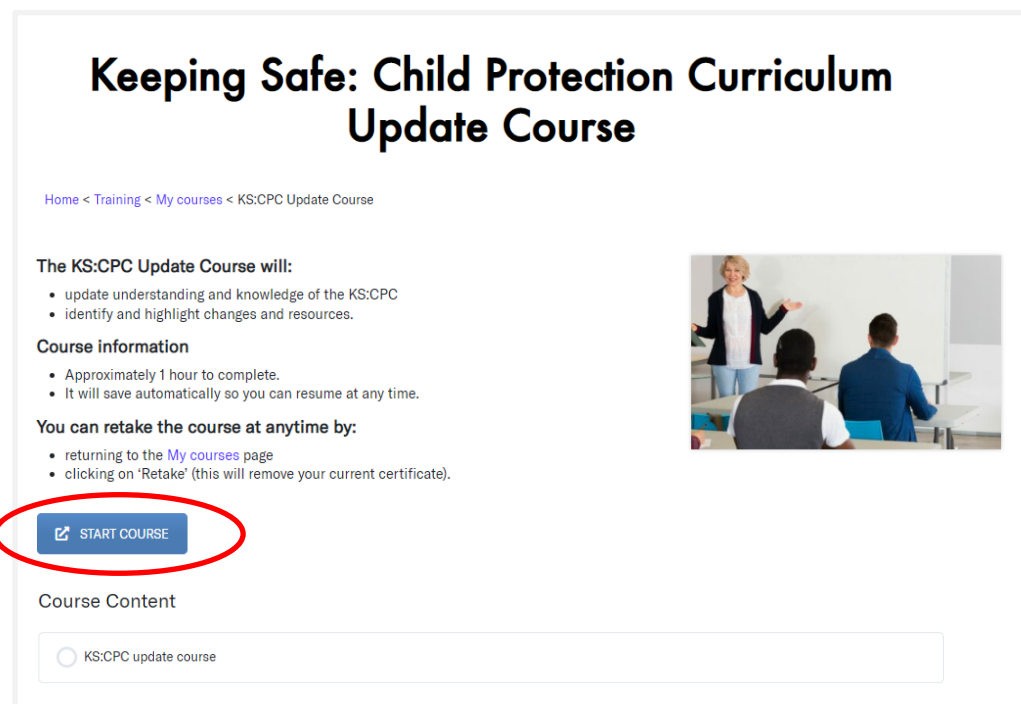
Click on **My courses and certificate**.

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



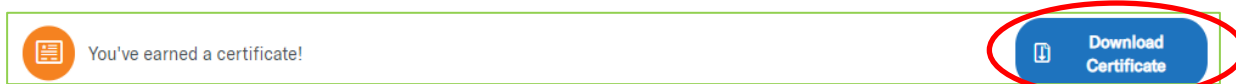
### 5.2 Completing an online course

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



## 5.3 Accessing your online course certificate

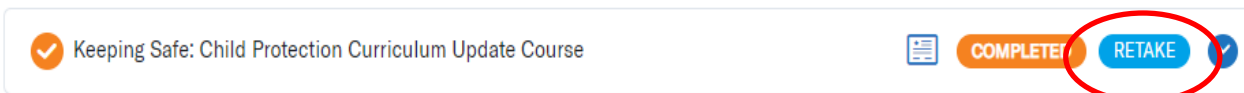
Once you have completed the course, you can download your certificate from the update course page.



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

## 5.4 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.

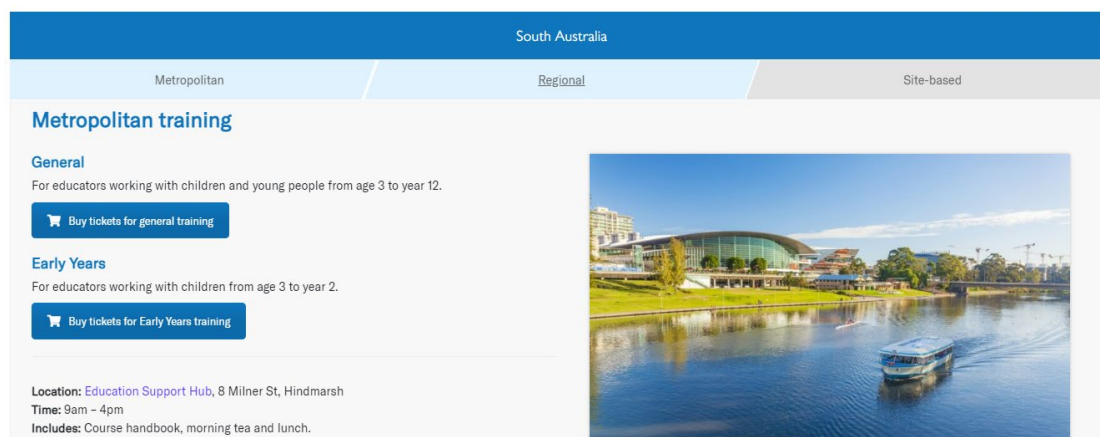


## 5.5 Educator course

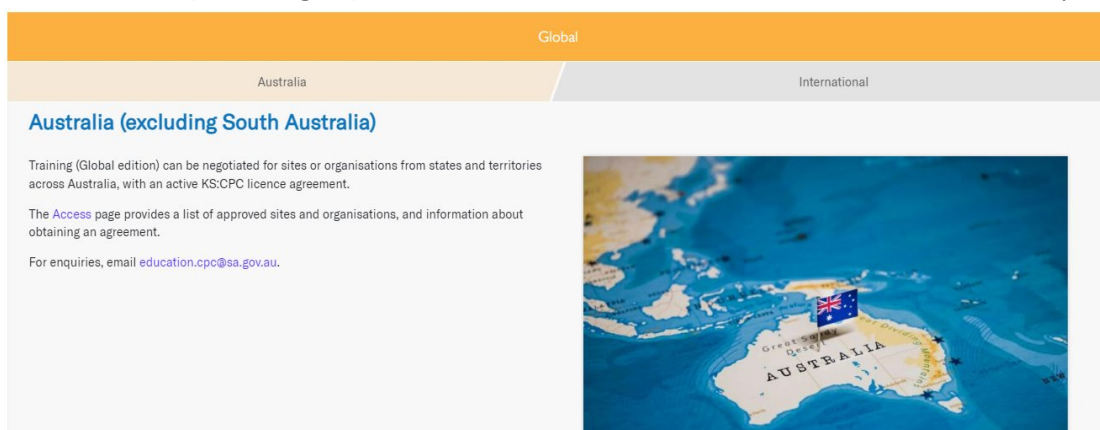


Click on **Educator course**.

**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.



## 6 Shop



Purchase hard copy copies of the 5 year level documents, the Aboriginal children and young people support materials or the Disability and additional needs support materials.

## 7 Contact



### Contact

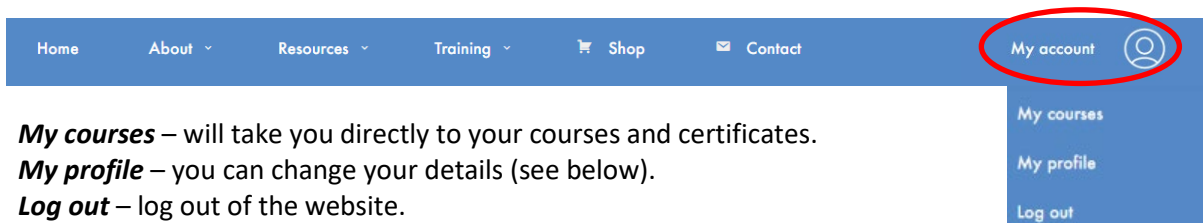
Phone: +61 8 8463 5910 | Email: [education.cpc@sa.gov.au](mailto:education.cpc@sa.gov.au)

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.

## 8 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 *      | <input type="text"/>  |
| First Name      | <input type="text"/>  |
| Last Name       | <input type="text"/>  |
| E-mail *        | <input type="text"/>  |
|                 | <i>If you change this, we will send you an email at your new address to confirm it.</i> |
| Site:           | <input type="text"/>  |
| Password        |   |
| New password    | <input type="password"/>  |
| Repeat password | <input type="password"/>  |

**Contact:** [education.cpc@sa.gov.au](mailto:education.cpc@sa.gov.au) for information or support.