

Blue Card Services guide to important words and terms

This table helps to explain the meaning of important words and terms used in the letters sent by Blue Card Services. Not all of them will apply to you.

Words and terms	Meaning
Assessable information	This is any information used by Blue Card Services to decide an application or assessment. This can include police, disciplinary, domestic violence and child protection information.
Blue card	A blue card is a working with children clearance. With a blue card, you can do paid or voluntary work with children in regulated employment or carry on a regulated business. A blue card normally lasts for 3 years once approved.
Cancelled blue card / exemption card	If a blue card or exemption card is cancelled, it means it cannot be used and must be returned to Blue Card Services. This means you cannot do paid or voluntary work with children in regulated employment or carry on a regulated business.
Charge* <small>*Refer Schedule 7 of the <i>Working with Children (Risk Management and Screening) Act 2000</i> (the Act) for a full definition.</small>	A charge is an official claim (accusation) by the police that an offence (a crime) has occurred. A charge can be decided in different ways, including finding someone guilty (which is a conviction) or not guilty or the charge can be withdrawn if there is not enough evidence to prove the offence happened.
Conviction* <small>*Refer Schedule 7 of the Act for a full definition.</small>	A conviction means someone has been found guilty by a court of a charge, whether or not the court chose to record the conviction.
Disciplinary or supervisory body	This is an organisation (other than an employer) that regulates or is responsible for a group of workers. For example, the Queensland College of Teachers looks after regulating registered teachers.
Disciplinary information* <small>*Refer Schedule 7 of the Act for a full definition.</small>	This is information Blue Card Services gets from government departments that regulate certain groups of people, like teachers and child care workers. It can be used as part of a blue card or exemption card assessment.
Disqualifying offence* <small>*Refer Section 16 of the Act for a full definition.</small>	A disqualifying offence is a crime defined in the <i>Working with Children (Risk Management and Screening) Act 2000</i> . Examples include child-related sexual abuse, murder, rape and other serious child-related offences.
Disqualified person* <small>*Refer Section 17 the Act for a full definition.</small>	A disqualified person is a person who has been found guilty of a disqualifying offence or is under orders for sexual offences committed against children and adults. A disqualified person cannot get a blue card or exemption card unless they have been issued an eligibility declaration.
Domestic violence information	This is information about domestic violence orders made, or police protection notices issued against a person under the <i>Domestic and Family Violence Protection Act 2012</i> .
Eligibility declaration	A disqualified person can apply for an eligibility declaration to work out if they are allowed to apply for a blue card. If an eligibility declaration is approved, a blue card application can then be made.
Employer	An employer is any child-related organisation which has people working in regulated employment. This can be paid or voluntary work.
Exemption card	If you have a working with children exemption, it means you have an exemption card. Police officers and registered teachers in Queensland do not need to have a blue card to do those jobs. But if they want to work or volunteer with children outside of those jobs, then they need to apply for, and get, an exemption card. An exemption card normally lasts for 3 years once approved.

Words and terms	Meaning
Negative notice	A negative notice forbids a person from doing child-related regulated employment or carrying on a child-related regulated business under the <i>Working with Children (Risk Management and Screening) Act 2000</i> .
National Reference System	The National Reference System is a national database which records adverse (negative) working with children check decisions across Australia.
Police information* <small>*Refer Schedule 7 of the Act for a full definition.</small>	Police information is information held by police about a person, for example, charges and convictions.
QCAT	The Queensland Civil and Administrative Tribunal (QCAT) is an independent body that reviews and decides disputes about a range of issues. It is possible to apply to QCAT for a review of some Blue Card Services decisions. A disqualified person cannot apply for a QCAT review.
Regulated business* <small>*Refer Sections 14 and 157 of the Act for a full definition.</small>	Regulated business is any activity that provides a service to children regulated under the <i>Working with Children (Risk Management and Screening) Act 2000</i> . A person is doing regulated business if they work or volunteer: <ul style="list-style-type: none"> - directly with children as the owner/operator of the business - indirectly as the manager of a business / organisation.
Regulated employment* <small>*Refer Sections 156 and 157 of the Act for a full definition.</small>	Regulated employment is any activity that involves working or volunteering with children, where that child-related activity is regulated under the <i>Working with Children (Risk Management and Screening) Act 2000</i> .
Restricted person* <small>*Refer Section 176H of the Act for a full definition.</small>	Blue Card Services will tell you in your letter if you are a restricted person. A restricted person has extra limits (controls) around the child-related activities they can be involved in.
Submission	A submission is your response, in your own words, to the information Blue Card Services gets and reviews as part of its 'blue card check'.
Suspended blue card / exemption card	If your blue card or exemption card has been suspended, it means it is not valid and cannot be used. This means you cannot do paid or voluntary work with children in regulated employment or carry on a regulated business.
Serious offence* <small>*Refer Section 15 of the Act for a full definition.</small>	A serious offence is a really severe crime that is the most important part of deciding if a person can work or volunteer with children, or not. These offences are listed in the <i>Working with Children (Risk Management and Screening) Act 2000</i> . Examples include sexual assault, manslaughter, child stealing, robbery and other violent crimes.
Working with children clearance (see blue card) <small>*Refer Schedule 7 of the Act for a full definition.</small>	If you have a working with children clearance, you have a blue card. This means you can do paid or voluntary work with children in regulated employment or carry on a regulated business.
Working with children exemption (see exemption card) <small>*Refer Schedule 7 of the Act for a full definition.</small>	If you have a working with children exemption, it means you have an exemption card. This means you can do paid or voluntary work with children in regulated employment or carry on a regulated business.
<i>Working with Children (Risk Management and Screening) Act 2000</i> (the Act)	This is the main law which regulates the working with children check in Queensland.