



ACT
Government

Community Services

REGISTERED POST - SENDER TO KEEP
51004664826017

Ref: 15/9

Dear

I refer to your application under the ACT *Freedom of Information Act 1989* (the FOI Act) received by the Community Services Directorate on 30 August 2015, in which you sought access to the following information:

*'(1) Care and Protection Services' policy and procedure for the supervision and visitation by Care and Protection Service staff of children in out of home care and
(2) Care and Protection Services' policy and procedure for the education of carers and children about the ACT Charter of Rights for Children and Young People in Out of Home Care.'*

I am an officer authorised to make a decision in respect of a request for information, under section 22 of the FOI Act.

Decision

The Directorate has identified three documents from the Office for Children, Youth and Family Support that are in the scope of your request:

- Office for Children, Youth and Family Support – Care and Protection Services, Visiting Children in Out of Home Care Policy
- Fact Sheet – Charter of Rights for Children & Young People in Out of Home Care in the ACT
- Charter of Rights for Children & Young People in Out of Home Care in the ACT

The attached schedule lists decisions regarding access to documents which are in the scope of your request. These documents have been provided and released to you in full.

Review rights

My decision is reviewable under the FOI Act. This means that if you are dissatisfied with the decision you have a right to seek a review under section 59 of the FOI Act. This right of review extends to a review of the adequacy of the search for documents undertaken by the Directorate. If you wish to seek a review you should write to:

Executive Director
Service Strategy and Community Building
Community Services Directorate
GPO Box 158
CANBERRA ACT 2601

You have 28 days from the day you receive this notification to seek a review of the decision or such other period as the Executive Director permits.

Under section 54 of the FOI Act, if you are concerned about the processing of your request or related administrative matters, you may make a complaint to the Ombudsman, who may conduct an independent investigation into your complaint. There is no fee for this, and the contact details are as follows:

The Ombudsman
GPO Box 442
CANBERRA ACT 2601

If you have any queries in relation to this matter, please contact Mr Frank Zappia, Freedom of Information Officer, on 6205 9292.

Yours sincerely



Helen Pappas
Senior Director
Child and Youth Protection Services

11 September 2015