

Upcoming workshops

Understanding and Undertaking Reportable Conduct Scheme (RCS) Investigations

Build the knowledge and practical skills to confidently manage Reportable Conduct Scheme (RCS) investigations.

This practical two-day workshop provides a structured introduction to the RCS and the investigative skills required to meet compliance obligations and protect children.



The RCS applies to organisations that work with or care for children, and to the leaders and team members responsible for ensuring concerns are reported, investigated and managed appropriately.

Based on proven content from the Certificate IV in Government Investigations, this workshop equips participants with a clear understanding of their RCS obligations and the practical skills to plan, conduct and finalise compliant investigations.

Flexible learning options

Virtual

- 27–28 April, 2026
- 18–19 May, 2026

[Enrol now](#)

In-person

- Brisbane CBD
- 7–8 May, 2026

[Enrol now](#)

Private workshop

Train multiple staff with tailored content.

[Contact us](#)

What You Will Learn

Participants will learn to:

Understand the Reportable Conduct Scheme

- Purpose and principles of the RCS
- What is reportable conduct
- Reporting obligations and timeframes
- Key legal concepts and thresholds
- Consequences of non-compliance

Manage Risk When Allegations Arise

- Immediate child safety actions
- Risk identification and assessment
- Interim actions for workers
- Organisational risk considerations

Plan and Conduct RCS Investigations

- Investigation planning and documentation
- Procedural fairness requirements
- Evidence gathering techniques
- Investigation workflows and tools
- Formal note-taking standards

Conduct Effective Interviews

- Interviewing children, workers and witnesses
- Trauma-informed approaches
- Procedural fairness in practice
- Managing disclosures and sensitive conversations

Assess Evidence and Make Findings

- Applying the balance of probabilities
- Evaluating credibility and reliability
- Making defensible findings
- Avoiding investigation pitfalls

Finalise Investigations and Meet Reporting Obligations

- Preparing compliant investigation reports
- Reporting to oversight bodies
- Meeting statutory timeframes
- Managing investigation outcomes

Embed RCS Capability in Your Organisation

- Building sustainable investigation processes
- Governance and audit readiness
- Practical implementation planning

This workshop is design for:

Organisations that work with or care for children — including early childhood, OSHC, religious, residential, disability, sporting, and community services.

Anyone with RCS responsibilities, including those who receive allegations, lead or support investigations, manage risk, compliance or HR, supervise staff or volunteers, or oversee reporting.

Cost:

Virtual: \$1,200

In-person: \$1,400

Private workshop: Price on request - info@icets.com.au