



25 May 2011

Miss Ciara Elizabeth Thorburn
PO BOX 7059
SOUTHPORT PARK QLD 4215

Dear Miss Thorburn

ISSUE OF BLUE CARD AND POSITIVE NOTICE LETTER

Your blue card application has been approved and your blue card is attached to this letter.

Your blue card details are:

Blue card number: 853364/2
Expiry date: 3-Jul-14 (unless cancelled earlier)

Your obligations as a blue card holder include:

- keeping your blue card and this positive notice letter until your blue card expires.
- notifying the Commission if you change or cease your regulated child-related work.
- submitting a *Volunteer to Paid Employee Transfer* form and prescribed fee if you obtained this blue card as a volunteer and later use your blue card for child-related paid employment.
- notifying the Commission within 14 days if you change your name or contact details, or if your blue card or positive notice letter is lost or stolen.

If you use this blue card for work with more than one employer/organisation

Your new employer/organisation must notify the Commission of this change by submitting either an *Authorisation to confirm a valid blue card/application* form or a *Volunteer to paid employment transfer* form.

If you are charged with or convicted of an offence

The Commission and the Queensland Police Service have an electronic monitoring system through which the Commission is advised of changes to the police information of blue card holders and applicants on a daily basis.

If you are a **volunteer, student or paid employee** and you are charged with or convicted of an offence (even if no conviction is recorded by the court), you must immediately tell your organisation that there has been a change in your police information. You do not need to tell them the details of the change, only that a change has occurred. Your organisation must then lodge a *Notification - change in police information* form with the Commission.

If you are **carrying on a regulated business** and you are charged with or convicted of an offence (even if no conviction is recorded by the court) you must immediately notify the Commission by lodging a *Notification - change in police information* form.

Forms and other blue card information is available on the Commission's website at www.bluecard.qld.gov.au or by telephoning the Blue Card Contact Centre on **1800 113 611** (freecall) or **07 3211 6999**.

Yours sincerely

Elizabeth Fraser
Commissioner for Children and Young People
and Child Guardian