

THOMASTOWN MEADOWS CHILD SAFETY RISK MANAGEMENT STRATEGIES

Child Safety Standard six (clause 12 of the Ministerial Order) requires school governing authority to develop, implement, monitor and evaluate risk management strategies to ensure child safety in school environments.

Risk Event or Environment	Existing Management strategies or internal controls	Likelihood	Consequence	Current risk assessment	New risk management controls or internal controls	Who is responsible?	Residual risk
<ul style="list-style-type: none"> New implementation of child safety standards 	<p>Compliance with current DET policies and processes.</p> <p>Student engagement; on site supervision; anti bullying; privacy policies</p>	Possible	Severe	Very High	<ul style="list-style-type: none"> Endorse child safety policy and child safety code of conduct Code of Conduct signed off by all staff, volunteers and contractors Staff induction Annual training including Mandatory Reporting Performance management reviews, Inclusion of obligation in staff positions, roles and descriptions 	Principal, Leadership/ welfare	Low
<ul style="list-style-type: none"> Inappropriate behaviour is not reported and addressed 	<p>Mandatory Reporting training</p> <p>Staff meetings, PL</p>	Likely	Severe	Extreme	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed 	Principal Leadership/ Welfare	Low

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					<ul style="list-style-type: none"> Ministerial Order 199, section 11 Code of Conduct given in all Induction Packs Refresher training for staff –including Mandatory Reporting module Induction DET training-workplace bullying PLT welfare check ins Staff and student training to identify inappropriate behaviour Code of Conduct ethics processes 		
<ul style="list-style-type: none"> Eliminating the risk of staff unavailability to induction and annual implementation 	Performance Reviews Curriculum meetings Mandatory reporting training Team teaching	Likely	Major	High	<ul style="list-style-type: none"> Adhering to the Child Safety Code of Conduct PD's on Child Safety practices 	Principal/ Leadership team	Low
<ul style="list-style-type: none"> Recruitment of an inappropriate person 	WWCC or Victorian Institute of Teaching registration	Unlikely	Major	Medium	Processes updated to require: <ul style="list-style-type: none"> Criminal history search 	Principal,	Low

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					<ul style="list-style-type: none"> Pre-employment reference check includes asking about child safety Induction training- child safety policies/codes Criminal checks, online searches- facebook, google 		
<ul style="list-style-type: none"> Staff Engagement with children online-emails 	VIT registration policy standards Compliance with DET code of conduct ICT Code of Conduct	Possible	Moderate	Medium	<ul style="list-style-type: none"> Train students and staff to detect inappropriate behaviour Ensure appropriate settings on all student technologies Child Safety Codes of Conduct and policies to be followed 	Principal, Leadership, elearning Leader	Low
<ul style="list-style-type: none"> Contractors, volunteers and external agencies- practitioners- including those working 	On site supervision policies Information and awareness for visitors, staff, volunteers and contractors	Possible	Major	Extreme	<ul style="list-style-type: none"> Code of Conducts and policies signed and informed to staff Ensure privacy policies are followed Working in areas visible to other staff 	Principal, Assistant Principal, Office staff, teachers, Welfare Officer	Low

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<ul style="list-style-type: none"> unsupervised with a child (language school staff, external agencies) 	<ul style="list-style-type: none"> Sign in procedures, staff id and wwcc presented 				<ul style="list-style-type: none"> members, rooms with windows, doors remaining unlocked and easily accessible. Acquiring Child Safety Policies from external providers working within the school, where possible otherwise sign our Code or Conduct 		
<ul style="list-style-type: none"> Unknown individuals on excursions, camps, off site activities (swimming, ASP, specialised district events- cross country, Hoop Time etc) 	<ul style="list-style-type: none"> Adequate monitoring- student/teacher ratio Uniforms worn by all students on excursions Emergency evacuations and safety procedures for the venue/site Liaise with supervisor on camps/excursions Risk assessment completed for all camps/excursions 	Possible	Major	Extreme	<ul style="list-style-type: none"> Obtain all relevant information pertaining to Child Safety Standard Policies, evacuations, emergency responses from venues/sites Visiting excursion sites prior to attending 	Teachers/ co ordinators- camps excursions Assistant Principal	Low

Risk assessment will be reviewed yearly as per the child safety standards

The Risk Assessment was endorsed by school council in August 2016