

## APPENDIX A OF CHILD SAFE POLICY

### CHILD SAFE STANDARD 6: RISK ASSESSMENT

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
No organisational culture of child safety – lack of leadership, public commitment and frequent messaging	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Severe	Very High	<ul style="list-style-type: none"> <li>Strategies to embed organisational culture of child safety are reviewed</li> <li>Statement of commitment to child safety is publicly available</li> <li>Training for all staff, visitors and induction of contractors</li> <li>Refresher training for Principal or nominee (Child Safe Leader)</li> </ul>	Principal	Low
Inappropriate behaviour is not reported and addressed	Child safety code of conduct Clear child safety reporting procedures Performance management procedures	Unlikely	Severe	High	<ul style="list-style-type: none"> <li>Strategies to embed organisational culture of child safety are reviewed</li> <li>School Council to be trained in the Child Safe Policy/Code of Conduct and Response to an allegation</li> <li>Refresher training for staff – see eLearning mandatory reporting module</li> </ul>	Principal	Low

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
Unquestioning trust of long term employees and contractors or norms	Strategies developed to embed culture of child safety Clear child safety reporting procedures	Possible	Major	High	<ul style="list-style-type: none"> <li>Annual and Refresher training for staff – see eLearning mandatory reporting module</li> </ul>	Principal	Low
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"> <li>Criminal history search</li> <li>Pre-employment reference check includes asking about child safety</li> <li>Criminal history checks and confirming currency of Working With Children Check</li> </ul>	Principal, School Council Chair	Low
Engagement with children online	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>Train students and staff to detect inappropriate behaviour</li> <li>Ensure appropriate settings on all student technologies</li> </ul>	Principal	Low
Unknown people and environments at excursions and camps	Child safety code of conduct Strategies developed to embed culture of child safety Clear child safety reporting procedures	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>Assessment of new or changed environments for child safety risks. Address this through the risk assessments for School Council camp approvals.</li> <li>Ensure Code and strategies apply in all school contexts</li> </ul>	Principal	Low
Ad-hoc contractors on the premises (eg maintenance)	Child safe environments Information and awareness for visitors,	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>Refresher training for frequent contractors</li> </ul>	Principal	Low

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
	staff, volunteers and contractors Adequate monitoring				<ul style="list-style-type: none"> <li>Induction for new contractors</li> </ul>		
Children alone with one other person unsupervised	Child safety code of conduct	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>Embed applied understanding of Child Safe Code of Conduct with staff, students, visitors</li> <li>Reinforce Standard 7 actions to empower children in the school</li> <li>Windows not to be covered with student work or vision-impairing posters</li> </ul>	Principal	Low
<ul style="list-style-type: none"> <li>False allegations</li> </ul>	Child safety code of conduct  Clear child safety reporting procedures	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>Embed applied understanding of Child Safe Code of Conduct with staff, students, visitors</li> <li>Revisit with staff and relevant people involved in the false allegation, the process and importance of addressing allegations of abuse and apply the 4 critical action process</li> </ul>	Principal	Low

RISK RATING		Consequence				
		Insignificant	Minor	Moderate	Major	Severe
Likelihood	Almost Certain	Medium	High	Extreme	Extreme	Extreme
	Likely	Medium	Medium	High	Extreme	Extreme
	Possible	Low	Medium	Medium	High	Extreme
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Low	Medium	Medium