## Hazelwood North PrimarY School

## Risk Assessment

Child Safe Standard 6

| Risk Event or Environment | Existing risk management strategies or existing controls | Likelihood | Consequence | Current risk rating | New risk management strategies or treatments | Who is responsible? | Target risk rating |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No organisational culture of child safety – lack of leadership, public commitment and frequent messaging | Child safety code of conductStrategies developed to embed culture of child safety | Possible | Severe | Low | * Strategies to embed organisational culture of child safety are reviewed
* Statement of commitment to child safety is publicly available
* Displaying of Child Safe Policies on the school website
* Child Safe Policies are highlighted in the School Staff handbook for all staff review annually.
 | Principal, School Council Chair  | Low |
| Inappropriate behaviour is not reported and addressed | Child Safety Code of Conduct Clear child safety reporting procedures Performance management procedures | Unlikely | Severe | Low  | * Strategies to embed organisational culture of child safety are reviewed
* Refresher training for staff – see eLearning mandatory reporting module
* Staff review and performance/coaching processes
 | Principal, School Council Chair | Low |
| 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 | Low | * Refresher training for staff – see eLearning mandatory reporting module
* Staff review and performance/coaching processes
 | Principal, School Council Chair | Low |
| Recruitment of an inappropriate person  | WWCC Policy or Victorian Institute of Teaching registration | Unlikely | Major | Low  | * Processes updated to require:
* Criminal history search
* Pre-employment reference check includes asking about child safety
 | Principal, School Council Chair | Low |
| Engagement with children online | Child Safety Code of Conduct eSmart – ICT PolicyStrategies developed to embed culture of child safety | Possible  | Moderate | Medium | * Train students and staff to detect inappropriate behaviour
* Ensure appropriate settings on all student technologies
* Clear expectation that staff are not to have personal contact with student/families on social media.
 | Principal, School Council Chair | 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 proceduresExcursion and Camps Policy | Unlikely | Moderate | Medium | * Assessment of new or changed environments for child safety risks
* Ensure code and strategies apply in all school contexts
 | Principal, School Council Chair | Low |
| Ad-hoc contractors on the premises (e.g. maintenance)  | Child safe environments information and awareness for visitors, staff, volunteers and contractorsVisitors PolicyVisitor Sign-in proceduresAdequate monitoring | Unlikely | Moderate | Medium | * Refresher training for frequent contractors
 | Principal, School Council Chair | Low |
| Students from vulnerable cohorts do not have a sense of safety within the school (i.e., Aboriginal and Torres Strait Islanders, Culturally and/or Linguistically Diverse Students, Students with Disabilities and other vulnerable students) | Strategies to embed a culture of child safetyChild Safety Policy | Rare | Moderate | Medium  | * Displaying of the Aboriginal and Torres Strait Islander flags
* Conducting Acknowledgement of Country at Assemblies and major school events
* Celebrating cultural events significant for the school population (including NAIDOC week)
* Displaying the artefacts and artwork of Australia’s Indigenous peoples
* Displaying the artefacts and artwork relating to the school’s language program
* Development of IEPs for students with additional needs
 | Principal, School Council Chair | Low |

1. This document should include, at the conclusion of the document, the statement: This Risk Assessment was endorsed by the School Principal on 21/01/2020. It will be reviewed annually or in response to an event. This Risk Assessment will be reviewed no later than 21/01/2021.