## 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 conduct  Strategies 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 Policy  Strategies 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 procedures  Excursion 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 contractors  Visitors Policy  Visitor Sign-in procedures  Adequate 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 safety  Child 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.