

Osborne Primary School

Child Safe Standard 6: Risk Assessment



PROTECT



Education and Training

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
<p>No organisational culture of child safety – change of leadership so they are unfamiliar with the existing work in this area undertaken by Osborne Primary School.</p>	<ul style="list-style-type: none"> Child safety code of conduct publicly available on OPS school website Strategies developed to embed culture of child safety Child Safety Officer Roles allocated to Pam Anderson (School Principal) and 	<p>Unlikely</p>	<p>Severe</p>	<p>High</p>	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed annually and constantly updated New staff including leadership are made aware through school specific training about the organisational culture regarding Child Safe at Osborne Primary School. 	<p>School Improvement Team Principal Class</p>	<p>Medium Likelihood – Rare Consequence - Severe</p>

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	Helen Peters (Assistant Principal)						
Inappropriate behaviour is not reported and addressed	<ul style="list-style-type: none"> Child safety code of conduct Clear child safety reporting procedures Performance management procedures 	Unlikely	Severe	High	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed annually by SIT, Staff and School council Refresher training for staff – see eLearning mandatory reporting module Annual Child Safe briefings held with all staff and School Council Child Safe Practices form part of the new staff induction 	Principal	Medium Likelihood – Rare Consequence - Severe
Unquestioning trust of long term employees. This includes all teaching ES and OSHC staff at Osborne Primary School.	<ul style="list-style-type: none"> Strategies developed to embed culture of child safety Clear child safety 	Possible	Major	High	<ul style="list-style-type: none"> Refresher training for staff – see eLearning mandatory reporting module http://www.elearn.com.au/det/protectingchildren/schools/ Annual Child Safe briefings held with all 	School improvement team	Medium Likelihood – Rare Consequence - Major

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	<ul style="list-style-type: none"> reporting procedures Regular training provided to all staff 				<ul style="list-style-type: none"> staff and School Council Training with teaching staff re Child Safety conducted by an outside organisation. 		
Recruitment of an inappropriate person	<ul style="list-style-type: none"> WWCC or Victorian Institute of Teaching registration Adherence to Child Safe Recruitment practices 	Unlikely	Major	Medium	Processes updated to require: <ul style="list-style-type: none"> Criminal history search Pre-employment reference check includes asking about child safety 	Principal, Assistant Principal or Business Manager	Medium Likelihood – Rare Consequence - Severe
Engagement with children online outside of school roles.	<ul style="list-style-type: none"> Child safety code of conduct Strategies developed to embed culture of child safety VIT regulations 	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Train students and staff to detect inappropriate behaviour Ensure appropriate settings on all student technologies 	Principal, School Improvement Team	Low Likelihood – Rare Consequence - Moderate
Unknown people and environments at excursions and camps	<ul style="list-style-type: none"> Child safety code of conduct 	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Assessment of new or changed environments for child safety risks 	School Improvement Team	Low

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	<ul style="list-style-type: none"> Strategies developed to embed culture of child safety Clear child safety reporting procedures Ensure camps are registered appropriately. Ensure all parents attending excursions or camps as helpers with Osborne have a current Working With Children Check 				<ul style="list-style-type: none"> Ensure Code and strategies apply in all school contexts Ensure all policies are updated with Child Safe Information 		Likelihood – Rare Consequence – Moderate
Students in Out of Home or Kinship Care	<ul style="list-style-type: none"> Care Team Meetings SSG Meetings Staged Response 	Rare	Minor	Low	<ul style="list-style-type: none"> Regional Support Lookout Department 	Principal and Assistant Principal	Low Likelihood – Rare

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							Consequence - Minor
Students with special needs. These includes both funded students and non-funded students identified by Osborne Primary School.	<ul style="list-style-type: none"> SSG meetings Individual Education Plans (completed for all funded students and all students who are 12 months or more below or above the expected level in English or Mathematics) 	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Tracking of cohorts through the schools internal data systems. 	Assistant Principal	Low Likelihood – Unlikely Consequence - Minor
Aboriginal or Torres Strait Islander Backgrounds.	<ul style="list-style-type: none"> ATSI Individual Education Plans 	Likely	Moderate	Medium	<ul style="list-style-type: none"> Wellbeing Meetings Contact with Koorie Education Officers Tracking of cohorts through the schools internal data systems. 	Assistant Principal	Low Likelihood – Unlikely Consequence - Minor
Level of student education about personal safety	<ul style="list-style-type: none"> Personal Safety program 	Possible	Moderate	Medium	<ul style="list-style-type: none"> Protective Behaviours Program to be investigated 	School Wellbeing Team	Low Likelihood – Rare

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					<ul style="list-style-type: none"> Life Ed Van 		Consequence - Moderate
Contractors on the premises	<ul style="list-style-type: none"> Child safe environments Information and awareness for visitors, staff, volunteers and contractors Adequate monitoring All visitors must sign in at the office and present identification. Once this is complete they are issued with an Osborne Primary Lanyard indicating that they are a visitor and have 	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Refresher training for frequent contractors Adherence to OPS Staff Code of Conduct 	Principal, Assistant Principal, Business Manager	Low Likelihood – Rare Consequence - Moderate

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	permission to be on site.						

Risk Assessment 2019 Endorsed by School Council	This is scheduled for next school council meeting on Thursday June 20th 2019
Risk Assessment Annual Training Conducted by Staff	This is scheduled for the next staff meeting on Wednesday 12th June 2019