Doncaster Gardens Primary School
Child Safety Risk Register

A key part of a risk management strategy at Doncaster Gardens Primary is a risk assessment. Risk assessment resources form part of the *School Policy & Advisory Guide: Risk Management Policy*.

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	• Strategies to embed organisational culture of child safety are reviewed • Statement of commitment to child safety is publicly available	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	High	• Strategies to embed organisational culture of child safety are reviewed • Refresher training for staff – see eLearning mandatory reporting module	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	High	• Refresher training for staff – see eLearning mandatory reporting module	Principal, School Council Chair	Low
Recruitment of an inappropriate person	WWCC or Victorian Institute of Teaching registration	Unlikely	Major	Medium	Processes updated to require: • Criminal history search • Pre-employment reference check includes asking about child safety	Principal, School Council Chair	Low

Ratified: Reviewed: October 2016

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
Engagement with children online	Child safety code of conduct 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	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	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 (eg maintenance)	Child safe environments Information and awareness for visitors, staff, volunteers and contractors Adequate monitoring WWC	Unlikely	Moderate	Medium	• Refresher training for frequent contractors	Principal, School Council Chair	Low