

CHILD SAFE STANDARD 6: RISK ASSESSMENT

BEVERFORD DISTRICT PRIMARY SCHOOL

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	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed Statement of commitment to child safety is publicly available 	Principal, School Council President	Low
Inappropriate behaviour is not reported and addressed	Child safety code of conduct Clear child safety reporting procedures Performance management procedures	Unlikely	Severe	Low	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed Refresher training for staff – see eLearning mandatory reporting module 	Principal, School Council President	Low
Unquestioning trust of long term employees and contractors or norms	Strategies developed to embed culture of child safety Clear child safety reporting procedures Performance management procedures	Possible	Major	Low	<ul style="list-style-type: none"> Refresher training for staff – see eLearning mandatory reporting module 	Principal, School Council President	Low

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	Strategies to embed organisational culture of child safety are reviewed Refresher training for staff see e-learning mandatory reporting module						
Recruitment of an inappropriate person	WWCC or Victorian Institute of Teaching registration Reference checks for candidates Follow HR: Recruitment in Schools Policy (Pg. 20-22)	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	Low
Engagement with children online	Child safety code of conduct Strategies developed to embed culture of child safety Ensure appropriate settings for on all students technologies e-Smart Policy	Possible	Moderate	Medium	<ul style="list-style-type: none"> • Train students and staff to detect inappropriate behaviour • Ensure appropriate settings on all student technologies 	Principal, Teaching team	Low
Unknown people and environments at excursions and camps	Child safety code of conduct Strategies developed to embed culture of child safety	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Assessment of new or changed environments for child safety risks • Ensure Code and strategies apply in all school contexts 	Principal, School Council President & Teaching Staff	Low

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	<p>Clear child safety reporting procedures</p> <p>Camps and Excursion Procedures and policies in place including risk assessment</p> <p>Assessment of new changes environments' for child safety risks</p> <p>Ensure Code and strategies apply in all school contexts</p>						
Ad-hoc contractors on the premises (eg maintenance)	<p>Child safe environments</p> <p>Information and awareness for visitors, staff, volunteers and contractors</p> <p>Adequate monitoring</p> <p>WWC for all visitors and consistent monitoring of those without</p> <p>All visitors to the school require to wear lanyard and be displayed at all times</p> <p>Yard Duty Staff to be vigilant at all times</p>	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Refresher training for frequent contractors 	Principal, Office Administrator & Teaching Staff	Low
External Toilet Block	Child safety code of conduct	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Yard duty teacher to be vigilant, monitoring all areas of the yard. 	Principal & Teaching Staff	Low

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	Strategies developed to embed culture of child safety Clear child safety reporting procedures				<ul style="list-style-type: none"> Students to seek permission to go to the toilet during class time. Signage on gates for all visitors to report to office. Ensure Code and strategies apply in all school contexts 		
Low Boundary School Fences	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"> Yard duty teacher to be vigilant, monitoring all areas of the yard. Students to seek permission to go to the toilet during class time. Signage on gates for all visitors to report to office. Ensure Code and strategies apply in all school contexts 	Principal & Teaching Staff	Low

This risk register was ratified at BDPS School Council on August 24, 2019 and will be reviewed annually.