

## APPENDIX 4:

### YARRUNGA PRIMARY SCHOOL

#### Child Safety Risk Management Program

At Yarrunga Primary School our child safety risk management strategy is a formal and structured approach to managing risks associated with child safety.

Our school Child Safe Policy and Code of Conduct clearly outlines our commitment to implementing the 7 standards for child safety as outlined in the Ministerial Order No. 870.

At Yarrunga Primary School our process includes risk assessment (see table below), implementation of controls and a monitoring and review process to ensure the currency of the risk management approach.

Risk Event	Existing risk management strategies	Likelihood	Consequence	Current risk rating	New risk management strategies or treatments	Who is responsible?	Target risk rating
Lack of an organisational culture of child safety	Child safety code of conduct, embedding a culture of child safety. Child safety reporting procedures reviewed annually	Possible	Severe	Low	Staff induction and annual awareness training. Inclusion of obligation in staff position descriptions. Child Safe Policy Performance management procedures to include discussions around child safety Reporting procedures mentions regularly at staff meetings	Principal, School Council President	Low
Recruitment of an inappropriate person – inappropriate behaviour	VIT registration monitored Performance management procedures	Unlikely	Severe	Low	Online searches (facebook etc) Pre-employment reference checks with reference to child safety.	Principal, Office Manager	Low
Inappropriate behaviour not reported	Staff receive PD on how to detect <a href="#">discussion of child safe pro</a> and report inappropriate behaviour	Unlikely	Major	Low	Staff induction and annual revisit of Child Safe Policy Students taught to recognise inappropriate behaviour and how to respond accordingly.	Principal, School Council Chair	Low

Risk Event	Existing risk management strategies	Likelihood	Consequence	Current risk rating	New risk management strategies or treatments	Who is responsible?	Target risk rating
Student harassment via email, facebook or other media	Cyber safety education programs for staff and students.	Possible	Moderate	Low	Train students and staff to detect inappropriate behaviour Ensure appropriate settings on all student technologies Information sessions and newsletter items regarding Cyberbullying for parents	Principal, Leadership team, staff	Low
Unknown people and environments at excursions and camps	Assessment of new or changed camps or excursion venues. Supervision of children by staff members.	Possible	Moderate	Low	Assessment of new or changed environments for child safety risks Ensure Code and strategies apply in all school contexts	Staff	Low
Ad-hoc contractors on the premises (eg maintenance)	Contractors coordinated by business manager. Contractor sign in and out. They are accompanied by a staff member if they do not have a working with children card.	Possible	Moderate	Low	Qualifications sighted and noted on visitor's tag. WWCC sighted and noted on visitor's tag. Induction to include child safe protocols, evacuation procedures etc.	Principal, Business Manager	Low