

Pakenham Hills PS Child Safety Risk Management Strategies

At Pakenham Hills 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 outline our commitment to implementing the standards for child safety as outlined in the Ministerial Order No. 870.

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

RISK		Consequence								
RA	TING	Insignificant	Minor	Moderate	Major	Severe				
	Almost Certain	Medium	High	Extreme	Extreme	Extreme				
ō	Likely	Medium	Medium	High	Extreme	Extreme				
Likelihood	Possible	Low	Medium	Medium	High	Extreme				
	Unlikely	Low	Low	Medium	Medium	High				
	Rare	Low	Low	Low	Medium	Medium				

The table below comprises a listing of potential child safety risk and risk management strategies.

Risk Event	Existing Management Strategies or Internal Control	Likelihood	Consequence s	Current Risk Assessments	New Risk Management Controls or Internal Controls	Who is responsible?	Residual Risk
Lack of an organisationa I culture of child safety	Child safety code of conduct	Unlikely	Severe	High	Staff and visitor induction Child Safe staff training	Leadership Team OHS Coordinator	Low

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	embedding					First Aid	
	culture of				Child safety	Officer	
	child safety				reporting		
	-				procedures	School Staff	
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					Commitment		
					of Child		
					Safety in		
					position		
					descriptions		
					Descriptions,		
					policy and		
					procedure		
					for managing		
					child safety		
					crina sarety		
					Performance		
					management		
					procedures		
Familiarity	Child safety	Possible	Severe	Extreme	Staff and	Leadership	Low
breeding a	code of				visitor	Team	
culture of not	conduct				induction		
reporting						School Staff	
issues	embedding				Child Safe		
133463	culture of				staff training		
					Stall trailing		
	child safety				Clill C		
					Child safety		
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					procedure		
					for managing		
					child safety		
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					Performance		
					management		
					procedures		
Natural trust	Child safety	Unlikely	Severe	High	Staff and	Leadership	Low
of long term	code of				visitor	Team	
employees	conduct				induction		
(who may						School Staff	
have	embedding				Child Safe		
developed	culture of				staff training		
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Children alone with one other person unsupervised	Child safety code of conduct embedding culture of child safety	Almost Certain	Moderate	Extreme	Commitment of Child Safety in position descriptions Descriptions, policy and procedure for managing child safety Performance management procedures Staff and visitor induction Child Safe staff training Where possible ensure visibility and/or more than one staff member or student	Leadership Team OHS Coordinator First Aid Officer School Staff	Medium
Recruitment of an inappropriat e person	WWCC or VIT Registration and Police checks	Unlikely	Severe	High	present Pre- employment reference checks which include checking for child safety Current criminal history checks in line with VIT requirements WWCC or VIT Registration and Police checks	Leadership Team OHS Coordinator Business Manager	Low
Inappropriat e behaviour not reported	Child safety code of conduct	Unlikely	Severe	High	Staff and visitor induction	Leadership Team OHS Coordinator	Low

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Ad-hoc contractors	Child safety code of	Unlikely	Moderate	Medium	Assessment of new or changed physical environment s for child safety risks Staff and visitor	School Staff Leadership Team	Low
on the premises	conduct embedding culture of child safety				induction CCTV for unsupervised areas Supervision or monitoring of activities Descriptions, policy and procedure for managing child safety	OHS Coordinator School Council School Staff	
Vulnerability of staff and students due to unknown personal issues	Child safety code of conduct embedding culture of child safety	Possible	Severe	Extreme	Staff and visitor induction Child Safe staff training Child safety reporting procedures Commitment of Child Safety in position descriptions Descriptions, policy and procedure for managing child safety Performance management procedures	Leadership Team OHS Coordinator School Staff	Medium
Unknown people and environment	Camp and Excursion procedures,	Almost Certain	Moderate	Extreme	Staff and visitor induction	Leadership Team	Medium

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camps	Activity				staff training		
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	risk				Supervision	Council	
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At Pakenham Hills Primary School we believe that our in-depth Child Safe Policies and Code of Conduct enable for the monitoring of risk and risk management.

EVALUATION

Pakenham Hills Primary School is committed to ensuring this policy is publicised and implemented, and will monitor and review its effectiveness.

This Risk Management Strategy will be reviewed every two years.

This Risk Management Assessment was endorsed by School Council in March 2021

Dale Hendrick Principal Elise Chapman School Council President

Version	Date	Modification	Modified By
1	April 2019	Set-up as its own document as part of school process	Dale Hendrick
		for its Child Safe accountability requriements	
1	Feb 2021	Reviewed as part of school review cycle.	Dale Hendrick