



I01 Notification of Incident

Thank you for submitting your notification. Below is a copy of the information provided in your notification. If there are any issues, please contact your [Regulatory Authority](#) for assistance.

Notification of Incident

Provider

Provider Name	Miles Franklin Primary School P & C Association Inc
Provider Number	PR-00005851
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Miles Franklin Out Of School Hours Care
Service Approval Number	SE-00009693
Service Approval Status	Approved

Incident Details

Incident Type	Reg 175-Any circumstance arising at the service that poses a risk to the health, safety or wellbeing of a child or children attending the service
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Please supply the following information:

- Detailed description of the incident including nature of risk, cause etc
- Detailed description of impact on the operation of the service
- Involvement of emergency services or other authorities (if relevant)
- Action taken by Approved Provider to manage the risk
- Any other relevant information

P01 P01 (P02) was playing tips with a group of friends when he tagged another child using a nearly closed fist. Other children then began approaching him and saying things to him like "You're not even allowed to play" and "How dare you hit him". **P01** got quite overwhelmed in this situation and pushed 2 of the other children before running away from the area. **P01** (educator) noticed this and started following him after notifying the Outdoors Team Leader Support **P01** about the situation. **P01**(Director) was also notified and made her way down towards where **P01** had wandered off to. At approx 4:15pm **P01** and **P01** followed **P01** down a footpath, along some houses and back around towards the school - this took around 3 minutes. Once back in site of the school **P01** sat down on a tree (marked X on map) and was approached by **P01**. **P01** asked **P01** what happened and ensured him that he wasn't in trouble. After a few minutes of no response, **P01** said that he would like to go up to the Juniors Room. **P01** walked **P01** back up to the Juniors room and was met with his bag from seniors. **P01** relaxed while he was up in the juniors room doing origami. Not long after this, **P01**'s dad arrived. **P01**(Director) went out and spoke with **P01**'s dad (**P01**) about what had happened and explained the situation and that **P01** was not sharing what happened with her. **P01** then explained what had occurred from his side before the two of them left together. **P01**(director) then approached the educators involved to see whether they witnessed anything and then spoke with 3 of the other boys that **P01** was playing with. **P01** will be completing a full investigation of what occurred between the boys when the 3 other children arrive back at the service tomorrow - a full investigation report will be submitted to CECA before the end of the week with all investigation findings. While with **P01**, **P01** was also told that if he ever feels like that he needs to come and speak to a leader as we would like to ensure that he always feel happy and safe while he is in our care and we are here to help him when he feels uncomfortable.

When **P01** wandered from the service boundaries, 2 educators followed him but all spaces were still in ratio so there was no impact to the operation of the service.

The absconding child procedure was followed effectively and a debrief with those educators involved will occur tomorrow. We will also complete a review of our absconding child procedure in our team leader meeting on Thursday.

Before the end of the week we will submit the following documentation

- signed incident reports
- Staff sign in/out
- Debrief conversation with educators
- review of absconding child procedure

Incident date

23/11/2021

Risk due to

Localised Issue

Please upload any relevant documentation

Attendance Record 23 11 21 [8461].pdf

Children Attendance Record

Incident Report - **P01** **P01**.pdf

Unsigned Incident Report

Map.docx

Map of Route

MFOSHC Child Absconding Procedure.docx

Absconding Child Procedure



Child Details

Child's Name

Child's Gender

Child's Date of Birth

Parent(s)/Guardians(s) Name

Parent's Email

Parent(s)/Guardians(s) Phone

Contact Details

Name

P01 **P01**

Phone Number

P03

Email Address

P03