



213A
EDU

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
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	Incident report attached - This morning at before school care, p01 a Year 6 child at our service chose to leave care early and had another child p01 p01 go with her. p01 p01 who was the responsible person on duty and also a team leader of the service requested both girls to go back into the hall as it was too early to leave as duty of care transfer to the school teachers doesn't start till 8.30am. p01 went back into the room because she was told by p01 that they had been signed out and could go and when she found out they hadn't she went back into the hall to be signed out. p01 left care and went to the playground without being signed out. p01 went out to find her, when he found out she hadn't come back into the hall to get signed out. She ran away onto the school playground and was found by p01 at the year 6 class room (which is close to the BSC Hall space). p01 tapped her on the shoulder when he found her and asked her to come back and get signed out. She refused so p01 signed her out as it was after 8.30am and school teacher duty had commenced on the playground. Later in the session, p01 came back to the hall with a few friends and were running in and out of the hall and yelling out things to p01. p01 couldn't hear what was being said as he was focused on the children still in care. p01 with her friends had tried to unlock doors in the corridor off the hall, their behaviour wasn't appropriate and had been distracting for the staff doing BSC sign out with the younger children still at the service.

Submitted By: p01 p01



At after school care 3:00pm 30/11/21, p01 and another friend p01, asked to speak with p01, the Seniors Team leader - Statement p01 p01 attached. p01 listened to them and then went to speak with p01. p01 went straight in to speak to p01 Centre Director to make her aware of the conversation p01 had with p01 and p01 about the BSC morning. p01 then asked the girls to come and talk to her to find out their perspective of the situation. Statement P01p01 attached.

p01 after talking with p01 and p01 called p01 p01 who had left the service for the afternoon, advised to find and talk with p01 Miles Franklin Primary school Principal. p01 p01 came in to speak with p01 who said p01 grabbed her shoulder. It was decided by p01 and p01 that it needed to be reported as a restrictive practice. Report will be provided once submitted. p01 arrived at the service at 5pm. p01 and p01 reviewed the information provided by staff and conversations by children as part of the investigation. All statements are attached provided by service staff:

1. p01 p01
2. p01 p01
3. p01 p01
4. P01p01

At 5:03pm p01 parent arrived for collection. p01 went out to speak to Mum, p01 p01, to notify her of the incident from the morning and the conversations of the afternoon. p01 said she would speak with p01 when they got home.

Initial outcome of the investigation - p01 did tap p01 on her shoulder to get her attention, from his statement and conversations with us he had no other intent other than to get her attention with out needing to call out to her. p01 has stated p01 put his hand on her shoulder. This is being reported as a restrictive practice.

We are continuing to gather information. A conversation with the parents after they have spoken to p01 will provide further information to assist with finalising the investigation.

Incident date 30/11/2021
Risk due to Localised Issue
Please upload any relevant documentation

ASC Children Attendance - 30.11.21.pdf	ASC Attendance 301121
BSC Children Attendance - 30.11.21.pdf	BSC attendance 301121
MFOSHC Staff sign in 301121.pdf	Staff sign in out record 301121
Statement p01 p01 301121.pdf	Statement p01 p01 301121
Statement p01 p01 301121.pdf	Statement p01 p01 301121
Statement p01 p01 301121.pdf	Statement p01 p01 301121
Statements P01p01 301121.pdf	Statement P01p01 301121



p01 p01 Incident report Incident report - p01 p01 301121
BSC 301121.pdf

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