



## 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            | Insight Early Learning Throsby Pty Ltd and Insight Early Learning Throsby Pty Ltd |
| Provider Number          | PR-40020627   |
| Provider Approval Status | Approved  |

#### Service

|                           |                                |
|---------------------------|--------------------------------|
| Service Legal Entity Name |                                |
| Service Trading Name      | Insight Early Learning Throsby |
| Service Approval Number   | SE-40016977                    |
| Service Approval Status   | Approved                       |

#### Incident Details

|  |  |
|--|--|
| Incident Type                            | Reg 12-Any circumstance where a child being educated and cared for by an education and care service appears to be missing or cannot be accounted for   |
| Incident Date                            | 6/01/2021  |
| Incident Time                            | 05:18 PM   |
| Missing Type                             | Child seen exiting by staff - retrieved by non-staff member  |
| Duration Missing                         | Less than 10 mins  |
| Did Emergency Services attend            | No   |
| Further Details of the Incident          | At Approx 5.18 or 5.19pm <b>P01P01</b> absconded by the service over a fence. <b>P01 P01</b> noticed him missing within seconds of him getting over the fence. I passerby confirmed <b>P01</b> had climbed over the fence. |
| Child's Name                             | <b>P01P01</b>  |
| Child's Date of Birth                    | <b>P02</b>   |
| Child's Gender                           | Male   |
| Details of Action Taken (e.g. First Aid) | Educator <b>P01 P01</b> was supervising children and saw <b>P01</b> and <b>P01</b> playing in the mud area<br><b>P01</b> was monitoring the children   |

Submitted By: **P01 P01**



|   |  |
|---|--|
| Please detail what steps were taken to ensure parents were notified as soon as practicable, including time, date and nature of notification | Dad <b>P01</b> was notified when he came into the service at 5.39pm 6/01/2020 by educator <b>P01</b> <b>P01</b> and Pre School Room Leader <b>P01</b> <b>P01</b> . Centre Director <b>P01</b> <b>P01</b> called Mum and Dad respectively at 5.50pm and 6 but was unable to reach them. He spoke to both parents early on Thursday 7th January. |
| Name of parent or guardian notified   | <b>P01</b> <b>P01</b>  |
| Email of parent or guardian notified  | <b>P03</b>   |
| Phone number of parent or guardian notified   | <b>P03</b>   |
| Name of Witness to the incident   | <b>P01</b> <b>P01</b>  |
| Please detail what steps were taken or will be taken to prevent or minimise this type of incident in the future                             | We are currently reviewing outdoor risk assessment of the yard with the proximity of the fence and pole to the brick fence. We will install a gate to block off access to the area. Include safety into the program in <b>P01</b> 's classroom to support his adventurous nature. Keep <b>P01</b> close.                                       |
| Photos and Evidentiary Documents  |  |
| Statement FROM <b>P01</b> <b>P01</b> .pdf   | Statement by educators <b>P01</b> <b>P01</b>   |

## Contact Details

|               |                       |
|---------------|-----------------------|
| Name          | <b>P01</b> <b>P01</b> |
| Phone Number  | <b>P03</b>            |
| Email Address | <b>P03</b>            |