



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	ACT Education Directorate
Provider Number	PR-00006465
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Isabella Plains Early Childhood School Preschool Unit
Service Approval Number	SE-00011806
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
Incident date	14/11/2022
Incident Time	AM
Did Emergency Services attend?	No
Risk due to	Localised Issue
Please upload any relevant documentation	
Absconding Plan - P01 .docx	P01 Absconding Plan
P01 - 8.8.22 - P01 Individual-Student-Safety-Analysis-Intervention-Plan_.docx	P01 Safety Analysis Intervention Plan



Incident Management

Steps that were taken or will be taken to prevent or minimise this type of incident in the future

Detailed description of the incident including nature of risk, time, cause, etc.

P01 P01 (**P02**) built a cubby house in the preschool room. During a group reading time, **P01** continued to play in the cubby with two other children, and was supervised by a co-educator, which is in line with his plan.

Upon peering into the cubby, the co-educator observed **P01** sitting in a chair inside the cubby and another child kneeling in front of him with his face in his lap. The top of **P01**'s pants were observed to be undone with his privates exposed. The co-educator observed one child move his head away quickly way from **P01**'s lap and **P01** then flipping his pants back on to cover his privates.

The children were instructed to leave the cubby. The teacher in charge and principal were informed.

Actions:

- Communication (face to face) of incident with **P01** and the other child's parents occurred on 15 November 2022.
- Principal direction to temporarily remove all enclosed structures in preschool that prevent visibility of children.
- Audit of protective behaviours of all preschool educators to be instigated and sourced for staff members who have not been trained.
- Review of positive behaviour support plan and individual safety analysis plans to occur.
- Meeting with **P01 P01**, Director, Southside Targeted Support, scheduled for 12pm on Friday 18 November for further advice and consultation.
- Follow up phone call from school psychologist to parents be actioned as soon as practically possible.
- All preschool families were issued with a copy of the protective behaviours booklet for families.
- Completion of incident report and reported to Directorate and ACECQA.

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

P01 P01