



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	NEST EARLY EDUCATION SERVICES PTY LTD
Provider Number	PR-40026948
Provider Approval Status	Approved

Service

Service Legal Entity Name	Nest Early Education Services Pty Ltd
Service Trading Name	Nido Early School Franklin
Service Approval Number	SE-40015950
Service Approval Status	Approved

Incident Details

Incident Type	Child Missing
Incident Date	26/04/2024
Incident Time	26/04/2024 04:45 PM
Did Emergency Services attend	No
Further Details of the Incident	<p>P01 P01 P01 opened three doors and left the service briefly. Another child, P01 P01 was going home the parent shut the door and walked down the corridor. P01 jumped and open the kinder 2 door and ran down the corridor. He then jumped and pressed the green buton and went through the first internal door he then jumped and pressed the second door and went out of the service. P01 P01's mother P01 saw P01 and do this and helped him back inside and gave him to the Educator P01 P01 as she was walking down the stairs. Another child P01P01 Followed P01 out of the Kinder 2 room and stayed inside the internal corridor then was taken back to the Kinder 2 room with P01 by the Educator P01 P01. P01 mother P01 was spoken to at pick up and P01's Mother P01 was contact by phone.</p>
Details of Action Taken (e.g. First Aid)	<p>The responsible person P01 P01 called the curriculum leader P01 P01 at 4.45PM who then called the nominated supervisor P01 P01 at 5.16PM. P01 P01 then went to the service and spoke with all Educators at the service and P01 P01 P01 called P01's mother P01 to gain more information. P01 spoke with P01 Mother P01 at 5:50PM at pick up. P01 then called P01's mother P01 at 6:05pm to inform her.</p>



Please detail what steps were taken to ensure parents were notified as soon as practicable, including time, date and nature of notification	P01 spoke with P01 Mother P01 in person at 5:50PM at pick up. P01 then called by phone P01 's mother P01 at 6:05pm to inform her.
Name of Witness to the incident	P01P01 - P01 P01 mother. P01 P01 - Educator
Please detail what steps were taken or will be taken to prevent or minimise this type of incident in the future	P01 spoke with P01 about the safety aspect of what could have happened. Educators will conduct meetings and conversations with the children about opening doors and asking the educators for help. An investigation has begun into the supervision of children in the afternoon period. P01 P01 will hold meetings with all educators involved to investigate why this occurred, and deliver outcomes as needed. P01 and P01 are conducting audits on supervision, ratios and rostering in the busier periods to ensure policy and procedure is followed effectively and children and families are provided enough time and supervision.
Photos and Evidentiary Documents	
	P01 P01 P01 P01 P01 Incident report Incident.pdf

Child Details

Child's Name	P01 P01 P01
Child's Gender	Male
Child's Date of Birth	P02
Parent(s)/Guardians(s) Name	P01 P01
Parent's Email	P03
Parent(s)/Guardians(s) Phone	P03
Missing Type	Child not seen exiting by staff – found by non-staff member
Duration Missing	Less than 10 mins

Child Details

Child's Name	P01P01
Child's Gender	Male
Child's Date of Birth	P02
Parent(s)/Guardians(s) Name	P01 P01
Parent's Email	P03
Parent(s)/Guardians(s) Phone	P03
Missing Type	Child unattended indoors – staff notified by non-staff member
Duration Missing	Less than 10 mins

Contact Details

Submitted By: **P01** **P01**



ACT
Government
Education

Notification Number: **NOT-00031637**
Date generated: 29/04/2024

Name	<u>P01</u>	<u>P01</u>
Phone Number	<u>P03</u>	
Email Address	<u>P03</u>	

Submitted By: P01 P01