



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 | Caerus Early Learning Pty Ltd |
| Provider Number | PR-40013119 |
| Provider Approval Status | Approved |

Service

| | |
|---------------------------|-------------------------------|
| Service Legal Entity Name | Caerus Early Learning Pty Ltd |
| Service Trading Name | Coombs Early Learning |
| Service Approval Number | SE-40010858 |
| 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 | 26/10/2023 |
| Incident Time | 12:40 PM |
| Did Emergency Services attend | No |
| Further Details of the Incident | Pre School child P01 P01 let himself out of the emergency fire door located in his Pre School classroom. Of concern was that his escape was unnoticed by the Pre School Team. |
| Details of Action Taken (e.g. First Aid) | A member of the public attending a dental appointment noticed P01 coming out from a Fire Egress Door alone. The member of the public watched for a possible staff member to follow and then saw he was trying to climb the security fence to get out. At this time she came to the centre, entered through the security fence and brought P01 to the front door where a Coombs Early Learning staff member was standing. |
| Please detail what steps were taken to ensure parents were notified as soon as practicable, including time, date and nature of notification | Father P01P01 notified by phone at 1pm |
| Name of Witness to the incident | P01 P01 |



Please detail what steps were taken or will be taken to prevent or minimise this type of incident in the future

P01 is pretty new to the preschool classroom (but not new to CoombsELC) and he has a few learning difficulties. The Pre School Team have been very particular in advocating that **P01** has one on one supervision and mostly we have been able to accommodate this. Today experienced Pre School team member **P01** was at lunch and the less experienced team failed to monitor **P01** closely. The door handle to support exit from the building in an emergency was how **P01** escaped the classroom. **P01** climbed on a chair to reach the door handle. We have called a locksmith and they will be in attendance 27/10. We are also looking at installing another security fence to boost the security. The Pre School Team will also be reminded about one on one supervision with **P01** who is known to love to climb. We will also remind educators regarding communication about who is with **P01**.

Photos and Evidentiary Documents

P01 P01.pdf

Incident Injury Trauma and Illness Record

Child Details

| | |
|------------------------------|--|
| Child's Name | 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 unattended outdoors - staff notified by non-staff member |
| Duration Missing | Less than 10 mins |

Contact Details

| | |
|---------------|----------------|
| Name | P01 P01 |
| Phone Number | P03 |
| Email Address | P01 |