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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	Northside Community Service Limited
Provider Number	PR-00005856
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Yurauna Early Childhood Centre
Service Approval Number	SE-40010291
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	1/02/2023	
Incident Time	AM	
Did Emergency Services attend?	No	
Risk due to	Localised Issue	
Please upload any relevant documentation		
Cleaning Checklist 2023.docx	Cleaning checklists	
Daily information chart.jpg	Daily information chart	
email correspondance - quotes.pdf	Kitchen refurb quotes	
email correspondance - quotes.pdf	Kitchen quotes	
Food - Registration Inspection Report.pdf	ACT Health report	
Food Business Registration.pdf	ACT Health application	
Food safety plan -Yurauna 2023.doc	Food safety plan	



Food Temperature Check-Treehouse Majura Civic.docx	Food temp check templates
Food Transport Record.docx	Food transport records
Fridge and Freezer temperature Check.docx	Fridge and freezer temp checks
Greaney and Sweeney Quote JOB26903SM8 for \$5,303.60.pdf	Kitchen refurb quote
Menu Dispaly.jpg	menu display
Yurauna Food Business Registration Feb2023.pdf	Yurauna Food Business Registration
Yurauna Menu.docx	menu 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.

Northside contacted ACT Health to conduct a food business inspection for Yurauna Early Childhood Centre. The inspection was carried out on the 1/2/23, during the services shut-down period (no children were attending at this time).

Following the inspection, Northside was advised that the kitchen had been deemed unsuitable for use (please see attached report for more details).

Correspondence and collaboration with ACT Health saw an alternate approach to providing food to children upon their return. Harrison Early Childhood Centre was identified as suitable to cook and provide ready-made meals for children within the Yurauna space. Transportation of food was arranged, including the necessary associated documentation (as reviewed and approved by ACT Health).

ACT Health issued a conditional Food Business Registration for Yurauna Early Childhood Centre - please see attached.

Yurauna Early Childhood Service re-opened, with these meal/food processes in place.

Correspondence with vendors has been attached to evidence ongoing enquiries and efforts in getting the kitchen space refurbished for future use. This will need to be approved by both Yurauna and CIT Reid.

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	