



## 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	Woden Community Service Inc.
Provider Number	PR-00005883
Provider Approval Status	Approved

#### Service

Service Legal Entity Name	
Service Trading Name	Duffy OSHC
Service Approval Number	SE-00009668
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	15/03/2022
Incident Time	AM
Did Emergency Services attend?	No
Risk due to	Localised Issue
Please upload any relevant documentation	

15.03.2022.docx	Full description of incident on Tuesday 15.03.2022 and actions taken by the service, Duffy OSHC and the Approved Provider, Woden Community Service
Duffy OSHC Safety Plan.docx	Safety plan created by Duffy OSHC for P01 P01
Email communication from P01 P01 .pdf	Email communication from P01 P01 to the Approved Provider
Emails between P01P01 and P01 P01 .pdf	Email communication between P01 P01 and P01P01, OSHC Manager after the incident
School safety plan.pdf	Description of the safety plan put in place by the school (email from principal to nominated supervisor)
WCS Incident Report Form.pdf	Woden Community Service incident report for 15.03.2022



## 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.

### Description of incident:

When coming to collect his son from after school care, P01 P01 was approached by his son P01 (P02) to tell him of an incident that had led to a physical altercation, between him and another child, P01 P01 (P02), a short time earlier. The person in charge of the service that day, P01 P01, had not yet had time to investigate what had happened and assured P0P01 that the service would find out all the details and document what had happened. P0P01 said that "things had been happening at school". P01 walked out of the Play Space building with his bag and started walking towards the car with his father. Before reaching the car P01 showed his father the scratches he had received on his back and pointed out P01 P01 as the child who had caused them. P0P01 then returned towards the Playspace and approached P01 P01 the child his son P01 had had a physical altercation with previously. P0P01 used phrases such as "I'll fuck you up" and other foul language aimed at P01. P01P01 (educator) tried to intervene by asking P0P01 to "stop" and "don't do anything." P0P01 told P01 that "there is nothing you can do about, there is nothing anyone can do to stop me. I don't care who sees what I'm doing." P0P01 continued swearing and turned his attention back to P01. He pushed P01 in the chest and face. P01 was told by a school teacher that there was an angry parent standing over and swearing at a child. P01 went outside and observed P0P01 saying to P01 "don't ever touch P01 again even if you are playing tips because if you do I will fuck you up even if people are around." He then turned towards the educators and told them that he did not care who hears and for the staff to "give P01's dad my number and if his dad comes, I will fuck him up too." P0P01 then turned to P01 and said one more time that he didn't care if the educators saw it or not. P0P01 then left the premises.

### Action taken:

P01 called P01P01 (OSHC Manager). P01 P01 (Inclusion Support Officer) attended Duffy OSHC to support P01, debrief with the educators and to speak with P01's parent on Tuesday 15 March. EAP counselling support has been offered to all educators, and additional sessions will be approved as needed. P01P01 spoke to P01 P01, P01's mother at 2:26pm on Wednesday 16 March to let her know of the incident and to get P0P01's phone number. P01 attended Duffy OSHC on the afternoon of Wednesday 16 March. At 5:15pm P01 and P01 had a conversation about to confirm details that P0P01 is no longer allowed to collect P01 from the service. P01P01 was in contact with P0P01 at 2:41pm on Wednesday 16 March to speak with him about the incident, instruct him that he would no longer be allowed to attend the service and that P01 P01 will collect P01 each day. An email has been sent as confirmation. P01's mother, P01 P01 made a report to ACT Policing on Wednesday 16 March (report P2060234). P01P01 spoke to P01 P01 from AFP on Wednesday 16 March. He also contacted P01 P01 at P01 OSHC to confirm details of the incident. P01 has provided a copy of the WCS incident report and P0P01's contact details to the AFP as requested. P01P01 and P01 P01 (Nominated Supervisor) have been in contact with P01 P01 (Duffy School Principal) to discuss the situation and ensure our procedures going forward align with the school's. The school has developed a safety plan for P01 while at school, and one has been developed for OSHC. The plan is a description of a way for P01 to feel safe transitioning from school to OSHC and what to do if P0P01 was to come near or on the school grounds. \*Full details of actions taken attached as a separate document.



## 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