



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	Anglicare NSW South NSW West and ACT
Provider Number	PR-00005801
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Anglicare at Franklin Early Childhood School
Service Approval Number	SE-00014231
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	6/05/2022
Incident Time	AM
Did Emergency Services attend?	No
Risk due to	Localised Issue
Please upload any relevant documentation	

ANGLICARE - Incident Report27497.pdf	Anglicare Isopro report
email from P01.pdf	email from P01 to P01
email from P01 to P01.pdf	email from P01 to P01
email to P01 from P01.pdf	email to P01 from P01
Incident report for P01 - corrected.pdf	Incident report for P01
OSHC SUPERVISION MAP 2022.docx	OSHC supervision map
OSHC SUPERVISION MAP 2022-Updated.docx	Updated supervision map-OSHC

Submitted By: P01 P01



Reflection notes.pdf

Reflection notes-OSHC

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.

On Friday evening, at around 5.20pm, it was reported to me that there was an incident in the OSHC program where a child (P01) had his pants pulled down by one boy attending the program. The boy involved in the incident, has history of P05 and history of acting out/inappropriate behaviours. There were two other boys who were with him, but did not get involved in the act, just joined the boy who pulled P01's pants down, in laughing at P01. P01 (OSHC Coordinator) reported the incident to P01's mum P01 and discussed the situation with her. P01 also informed the other boy's dad of the incident.

Action taken:

- P01 informed P01's mum and boy's dad at pick up
- P01 informed me of detailed incident, via text message and email.
- The incident has been reported to our Business Manager P01 P01
- Incident report completed via Anglicare internal P01 system
- Meeting with P01 and P01 (acting Educational leader), supervision maps reviewed and updated, requested P01 to incident reports for both parents, go through reflection and evaluate strategies put in place regarding supervision
- Me, P01 P01, rang P01 (P01's mum) as a follow up on the incident and strategies put in place going forward, email P01 after phone conversation. Copies of email conversations, Isopro report, incident forms, reflection notes and supervision (present and updated) attached.

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