



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	Wattle Community Association Incorporated
Provider Number	PR-00005881
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Wattle Early Childhood Centre
Service Approval Number	SE-00009855
Service Approval Status	Approved

Incident Details

Incident Type	Reg 175-An allegation of physical or sexual abuse of a child or children at the service (other than an allegation raised as a formal complaint)
Please supply the following information: -Detailed description of the incident including nature of risk, cause etc -Detailed description of impact on the operation of the service -Involvement of emergency services or other authorities (if relevant) -Action taken by Approved Provider to manage the risk -Any other relevant information	An allegation was made to the Assistant Director on 19 July in relation to the conduct of P01 who it is alleged use physical force whilst attempting to put a child to sleep. It is alleged P01 held the child down (allegation will be attached). A meeting was arranged with P01 on Thursday 21 July, which ensured he was provided sufficient notice of the meeting and the ability to provide a support person. (meeting minutes will also be attached). P01 responded to the allegations, in which it was identified P01 used a restrictive practice as a result of the child attempting to hit him. The executive committee, myself and P01 (Assistant Director) concluded the outcome of the investigation was to place P01 onto a performance improvement support plan, with specific strategies on the allegations that were raised including further education and training, engagement in relevant policies and documents such as code of ethics and the service code of conduct. P01 was informed that failure to meet the outcomes of the plan could result in termination, and a first and final warning was given to P01 within the plan to highlight the service's expectations and standards on such scenarios.
Incident date	19/07/2022
Incident Time	02:00 PM
Location	Sleeping/rest area

Submitted By: **P01**



General activity at the time	Sleep/rest
Interaction Type	Child/Adult
Witness full name	P01 P01
Witness phone number	P03
Witness type	Staff Member
Did Emergency Services attend?	No

This notification meets the requirements of the Education & Care Services National Law. You may also be required to notify the incident under your state or territory child protection law.

Please upload any relevant documentation

P01 Performance meeting minutes 25072022.docx	P01 - meeting minutes 25 July 2022
P01 signed performance plan.pdf	P01 - performance plan
File note - P01 20 July 2022.docx	File note - allegation -19 July 2022
Performance Meeting 21072022.docx	Meeting Minutes 21 July 2022

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
Phone Number	P03
Email Address	P03