



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	Trustees of the Roman Catholic Church for the Archdiocese of Canberra and Goulburn
Provider Number	PR-00005878
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Holy Family Catholic Primary School Care Out of School Hours
Service Approval Number	SE-00009685
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	8/02/2022
Incident Time	AM
Did Emergency Services attend?	No
Risk due to	Localised Issue
Please upload any relevant documentation	No documents supplied

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.	It has been discovered that an educator at Holy Family COOSH has been working in the service with an expired Working With Vulnerable People (WWVP) clearance. The staff member has been suspended and Catholic Education Canberra Goulburn (CECG) as The Provider have commenced an investigation. Preliminary investigations suggest the WWVP expired August 2021. For further information regarding the investigation please contact P01 P01 Child Protection Manager CECG P03



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	<u>P01</u> <u>P01</u> [REDACTED]
Phone Number	<u>P03</u> [REDACTED]
Email Address	<u>P01</u> <u>P01</u> [REDACTED]