



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	Communities@Work
Provider Number	PR-00005824
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Communities@Work Family Day Care and In-Home Care
Service Approval Number	SE-00009666
Service Approval Status	Approved

Incident Details

Incident Type	Reg 12-Any circumstance where a child being educated and cared for by an education and care service appears to be missing or cannot be accounted for
Incident Date	12/05/2021
Incident Time	08:35 AM
Missing Type	Child unattended outdoors - found by staff
Duration Missing	Less than 10 mins
Did Emergency Services attend	No
Further Details of the Incident	school age siblings fighting, throwing equipment and toys at one another. P01 ran out of the gate. P01 chased him and then turned around to ensure the safety of the other children and then continued to look. Child was found in 3 minutes hiding between the gate and the brick of the house.
Child's Name	P01P01
Child's Date of Birth	P02
Child's Gender	Male
Details of Action Taken (e.g. First Aid)	P01 spoke to P01 about being safe whilst she drove the children to school.



Please detail what steps were taken to ensure parents were notified as soon as practicable, including time, date and nature of notification	P01 , P01 , P01 's mother was notified at 9.07am once children were dropped at school.
Name of parent or guardian notified	P01 P01
Email of parent or guardian notified	P03
Phone number of parent or guardian notified	P03
Name of Witness to the incident	None
Educator Name(s)	P01 P01
Educator's Address	P03
Educator's Phone	P03
Please detail what steps were taken or will be taken to prevent or minimise this type of incident in the future	Latch to gate is 1.8m high. Educator will have a discussion with P01 and his family around safety and not opening the gate.
Photos and Evidentiary Documents	
P01 P01 .pdf	Incident report

Contact Details

Name	P01 P01
Phone Number	P03
Email Address	P03