



C01 Notification of Complaint

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 Complaints

Provider

Provider Name	Community Services #1 Incorporated
Provider Number	PR-00005865
Provider Approval Status	Approved

Service

Service Legal Entity Name	
Service Trading Name	Birrilee Early Education and Care Centre
Service Approval Number	SE-00014243
Service Approval Status	Approved

Complaint Details

Please select the relevant notification and provide/attach the information required	Complaint alleging that a serious incident has occurred or is occurring
Please supply the following information: - Complainant name and contact details	P01 P01 P01 P01 P03
Please supply the following information: - Date complaint received - Copy of written complaint (or written summary) and any other relevant documentation (including correspondence, photographs, statements, etc) - Steps taken/actions planned by approved provider in response to the complaint	21/7/22 Yesterday morning P01 walked into the bathroom and requested to talk to the NS P01 , P01 took her to the dining area, she looked concerned I took her to a private space and she told P01 , when I changed P01 I removed her PJ to dress her and she said ouch my arm is sore, mum checked her arm no bruises or marks she asked her what happened to her arm and P01 said " P01 " P01 then demonstrated a grabbing motion on her arm, mum asked again how did it happen, P01 repeated P01 .
Please upload any relevant documentation	Incident is under investigation I will update further today as we investigate



Child Details

Child's Name	P01 P01
Child's Gender	Female
Child's Date of Birth	P02

Contact Details

Name	P01 P01
Phone Number	P03
Email Address	P01