



## 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	Guardian Community Early Learning Centres Pty Ltd
Provider Number	PR-00000823
Provider Approval Status	Approved

#### Service

Service Legal Entity Name	
Service Trading Name	Guardian Childcare & Education Forde
Service Approval Number	SE-00009804
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
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	<p>A parent of our Forde Centre gave notice on Friday, providing very limited and little information. The comment was made by the parent that they were concerned with the conduct of a team member at the centre but would not go further to expand. The PM called the family on Monday to enquire generally about the comment and follow up with their account and the father commented that he felt the conduct of the centre cook was not appropriate and that he had been giving her chocolates and lollies, when departing. The father commented that he felt it was grooming type behaviour and was uncomfortable with it. The parent was very guarded and did not want a fuss made.</p> <p>After review of this information, the team member was stood down given the level of risk and to ensure that an impartial investigation could be carried out. An investigation has been launched to review the conduct observed by the parent and ascertain if this is an isolated incident.</p> <p>Interviews have been commenced with the team and CYPS has been notified. The parent has also been contacted again to gain a full account of the events. An email will also be sent to Reportable Conduct for advice. The investigation outcomes will be forwarded to the RA.</p>
Incident date	20/07/2021
Risk due to	Localised Issue
Please upload any relevant documentation	

Submitted By: **P01 P01**



File Note - <b>P01</b> Allegation - Meeting with <b>P01</b> 20.7.21.docx	Contact with Parent
Third Party Log - CYPS 21.7.21 <b>P01</b> Allegation.pdf	CYPS Log

## 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	<b>P01</b> <b>P01</b>
Phone Number	<b>P03</b>
Email Address	<b>P03</b>