



## 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	The Uniting Church In Australia Property Trust (NSW)
Provider Number	PR-00003428
Provider Approval Status	Approved

#### Service

Service Legal Entity Name	
Service Trading Name	Uniting Salem Early Learning Kambah
Service Approval Number	SE-00009832
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)
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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

On 10.05.23 the service director P01 received an email from an enrolled family (sent 04.05.23). The service director had been on leave the previous week, and had no access to her emails. The enrolled family claimed their child had said they felt 'scared' of attending the service, and when an educator had put their hat on, she had 'hit' his head. The child's parent alleged that one of her child's friends had claimed to also witness this incident. Further, the child's parent alleged that when she arrived to collect her child she witnessed the educator say something to her child, which subsequently caused him to cry.

In the content of the email, the child's parent asked for more information on the alleged incident, asking if the service had CCTV footage that could be reviewed (the service does not). The parent asked if Uniting could conduct an investigation to determine further information on the alleged incident. The service director responded to the parent acknowledging their concern, and organized a time to chat with the child's father (due to the limited English of the child's mother on 11.05.23). The family has made the decision to withdraw their child from the service.

On 11.05.23 the service director notified the area manager, and the area manager supported the service director to contact Uniting's internal investigations unit. Following this, on 12.05.23 the area manager, investigations unit, HR business partner and head of early learning held a meeting to triage the parents concerns. The investigations unit resolved to contact the child's family with the aid of an interpreter in order to gather further information and insight into the allegation. Uniting's investigations Unit will gather further information from the parent and continue to liaise with the service director, area manager and head of early learning in order to gather necessary information to conduct an assessment on the allegation. This assessment will inform actions related to the concerns raised.

Incident date	4/05/2023
Incident Time	01:00 PM
Location	Unknown
General activity at the time	Play-based program
Interaction Type	Child/Adult
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	No documents supplied



## 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	P01
Phone Number	P03	
Email Address	P03	