ANNUNCIATION PRIMARY SCHOOL
RISK ASSESSMENT
Child Safe Standard 6

Risk Event or Environment	Existing risk management strategies or existing controls	Likelihood	Consequence	Current risk rating	New risk management strategies or treatments	Who is responsible?	Target risk rating
No organisational culture of child safety – lack of leadership, public commitment and frequent messaging	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Severe	Low	• Strategies to embed organisational culture of child safety are reviewed • Statement of commitment to child safety is publicly available	Principal/ Student Well Being Leader/ Diversity Leader	Low
Inappropriate behaviour is not reported and addressed	Child Safety Code of Conduct Clear child safety reporting procedures Performance management procedures	Unlikely	Severe	Low	• Strategies to embed organisational culture of child safety are reviewed • Refresher training for staff – see eLearning mandatory reporting module	Principal/ Student Well Being Leader/ Diversity Leader	Low
Unquestioning trust of long term employees and contractors or norms	Strategies developed to embed culture of child safety Clear child safety reporting procedures	Possible	Major	Low	• Refresher training for staff – see eLearning mandatory reporting module	Principal, Learning diversity leader	Low
Recruitment of an inappropriate person	WWCC Policy or Victorian Institute of Teaching registration	Unlikely	Major	Low	Processes updated to require: • Criminal history search • Pre-employment reference check includes asking about child safety	Principal	Low
Engagement with children online	Child Safety Code of Conduct eSmart – ICT Policy Strategies developed to	Possible	Moderate	Medium	• Train students and staff to detect inappropriate behaviour • Ensure appropriate settings on all student technologies	Principal, ICT Leader	Low

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	embed culture of child safety						
Unknown people and environments at excursions and camps	Child Safety Code of Conduct Strategies developed to embed culture of child safety Clear child safety reporting procedures Excursion and Camps Policy	Possible	Moderate	Medium	• Assessment of new or changed environments for child safety risks • Ensure code and strategies apply in all school contexts	Principal, Camp Supervisors	Low
Ad-hoc contractors on the premises (e.g. maintenance)	Child safe environments information and awareness for visitors, staff, volunteers and contractors Visitors Policy Visitor Sign-in procedures Adequate monitoring	Unlikely	Moderate	Medium	• Code of Conduct given to new volunteers/Contractors	Principal	Low