Child Safety Standards
Risk Assessment

Rationale:

Victorian Government schools have an important responsibility for keeping children safe. They need to **Assess**, **identify** and **document** the school's risks in relation to child safety, and plan and document risk management strategies where necessary.

Implementation:

Welshpool and District Primary School will adopt the following Process for identifying and reducing or removing risks of child abuse;

1. Identify the school's child safety risks across the range of school environments (including excursions, camps, online) using the DET risk assessment template.

2. Identify any existing risk mitigation measures or internal controls.

3. Assess and rate the school's child safety risks given the existing controls in place, taking into account the likelihood of risk, and the likely consequence of the risk.

4. If the risk rating is more than the 'acceptable level', identify further risk management strategies through additional controls or other prevention, detection or mitigation strategies and then re-assess the risk.

The risk management process will be documented, recorded and reviewed periodically. Effective risk management strategies are dynamic and change over time as new risks arise and others may no longer be relevant.

Effective risk management strategies need to be transparent, well understood and diverse, to take account of the increased level of risk associated with the specific nature of some activities and the vulnerability of particular groups.

Resources and References:

- A step-by-step guide to making a report to Child Protection or Child FIRST
- Department of Education and Training (2016) *School Policy Advisory Guide: Risk Management Policy* , and associated tools:
  - School risk register which can be edited and has automatic tools embedded is available, see: Risk Management in Schools – Risk Register.
  - Subordinate risk registers for specific activities such as overseas travel/excursions or projects, see: Risk Management in Outdoor Education – Education Outdoor tools.
  - Online risk management module: Risk Management - Online Risk Module
- Protecting the safety and wellbeing of children and young people
- Protecting Children - Mandatory Reporting and Other Obligations - elearning module (log-in required)

Department of
Education & Training