

CHILD SAFE STANDARD 6: RISK ASSESSMENT TEMPLATE

A key part of a risk management strategy is a risk assessment. Risk assessment resources form part of the [School Policy & Advisory Guide: Risk Management Policy](#).

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
Poor reporting compliance while building the organisational culture of child safety	Annual training Frequent and visible messaging Clear reporting procedures	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed 	Assistant Principal	Low
Low awareness while building the organisational culture of child safety	Appointed Child Safety Officer with public commitment Child safety statement of commitment and code of conduct Clear strategies developed to embed culture of child safety	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Strategies to embed organisational culture of child safety are reviewed 	Assistant Principal	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	High	<ul style="list-style-type: none"> Refresher training for all staff 	Principal, School Council President	Low
Recruitment of an inappropriate person	WWCC or Victorian Institute of Teaching registration Informal and formal mentoring	Unlikely	Major	Medium	Processes updated to require: <ul style="list-style-type: none"> Criminal history search Pre-employment reference check includes asking about child safety (WWWC) 	Principal, Business Manager	Low

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Engagement with children online	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Moderate	Medium	<ul style="list-style-type: none"> Ongoing home visits for ISP Train students and staff to detect inappropriate behaviour Ensure appropriate settings on all student technologies, including Chinese home stay students 	Principal, Leading Teachers	Low
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	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Assessment of new or changed environments for child safety risks Ensure Code and strategies apply in all school contexts 	Principal, School Council President	Low
Ad-hoc contractors on the premises (e.g. maintenance)	Child safe environments awareness for visitors, staff, volunteers and contractors Adequate monitoring through Compass Kiosk	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Refresher training for frequent contractors 	Principal, OHS Office Rep	Low