Child Safety Standards
Risk Assessment

A key part of a risk management strategy is a risk assessment. Risk assessments can take many forms. An example is provided below. Risk assessment resources form part of the *School Policy & Advisory Guide: Risk Management Policy*. An example is provided below to assist schools in their risk assessment. The risk assessment is based on the matrix below the example table.

Each school will be different and must undertake their school specific assessment.

Risk Event or Environment	Existing Management strategies or internal controls	Likelihood	Consequence	Current risk assessment	New risk management controls or internal controls	Who is responsible?	Residual risk
Inappropriate behaviour noticed by a school community member is not reported and addressed	Child safety code of conduct Clear child safety reporting procedures	Possible	Severe	High	• Strategies to embed organisational culture of child safety are reviewed • Wider school community are informed of reporting obligations via school newsletter, community forums, school council members.	Principal, School Council Chair	Low
Recruitment of an inappropriate person	WWCC or Victorian Institute of Teaching registration	Unlikely	Major	Medium	Processes updated to require: • Criminal history search • Pre-employment reference check includes asking about child safety	Principal, School Council Chair	Low
Engagement with children online	Child safety code of conduct Strategies developed to embed culture of child safety	Possible	Moderate	Medium	• Train students and staff to detect inappropriate behaviour • Ensure appropriate settings on all student technologies	Principal, School Council Chair	Low

Risk Event or Environment	Existing Management strategies or internal controls	Likelihood	Consequence	Current risk assessment	New risk management controls or internal controls	Who is responsible?	Residual risk
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	• Assessment of new or changed environments for child safety risks • Ensure Code and strategies apply in all school contexts	Principal, School Council Chair	Low
Ad-hoc contractors on the premises (eg maintenance)	Child safe environments Information and awareness for visitors, staff, volunteers and contractors Adequate monitoring	Unlikely	Moderate	Medium	• Refresher training for frequent contractors	Principal, School Council Chair	Low