Process for identifying and reducing or removing risks of child abuse

Risk management assessments and strategies managing risk typically involves the following steps and considerations.

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

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 should 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 [hyperlink]
- Commission for Children and Young People (2015) *A Guide For Creating A Child Safe Organisation*, Version 2.0.
- 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.
  - 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)
- State of Victoria (2010) *Protecting the safety and wellbeing of children and young people: A joint protocol of the Department of Human Services Child Protection*, Department of Education and Early Childhood Development, Licensed Children's Services and Victorian Schools.
- Victorian Government, Education & Reform Act 2006, Gazette No. S2, January 2016, *Child Safe Standards – Managing the Risk of Child Abuse in Schools*, Ministerial Order No. 870.
- Victorian Registration and Qualifications Authority (2016) *Child Safety Standard 6: Child safety risk management strategies*