Process for Responding to Reportable Concerns

Concern about behaviour of Fellowship personnel towards a child or children

▼

Discuss concern with CP COORDINATOR

▼

CP COORD discuss concern and response with CP REFERENCE GROUP
(Maintain CP Ref Group communication and cooperation throughout)

Emergency or serious threat? Call Police Local Area Command (PLAC)
Campbelltown: 02 46201199
Hornsby: 02 94769799

▼

CP COORD CLASSIFY concern *(Misconduct? Risk of harm? Reportable allegation? Other?)*

▼

Misconduct ▼ Pastoral intervention

REPORTABLE ALLEGATION ▼

Risk of Harm ▼ ROH Process

Other ▼ Pastoral consideration

CONFIDENTIAL FELLOWSHIP RECORDS

SUPPORT AND ASSIST ALL INVOLVED

CP REF GROUP conduct initial risk assessment, plan and implement risk mitigation.
(If risk, document assessment and controls using CPRAC record form)

▼

CP REF GROUP advise implicated personnel (person), triage allegation

▼

No Crime and less serious ▼ ▼ ▼ ▼ ▼ ▼

Crime or serious ▼

CP COORD advise PLAC ▼

If PLAC direction = Fellowship investigation ▼

If PLAC direction = PLAC investigation ▼ ▼ ▼

CP COORD advise parents, person ▼

CP REF GROUP investigate ▼

PLAC investigate ▼

CP REF GROUP identify Risk of Harm to involved child(ren)? ◄ Y → **ROH process** *(in parallel)*

▼

Cooperate with PLAC investigation and directions ▼

SUPPORT AND ASSIST ALL INVOLVED

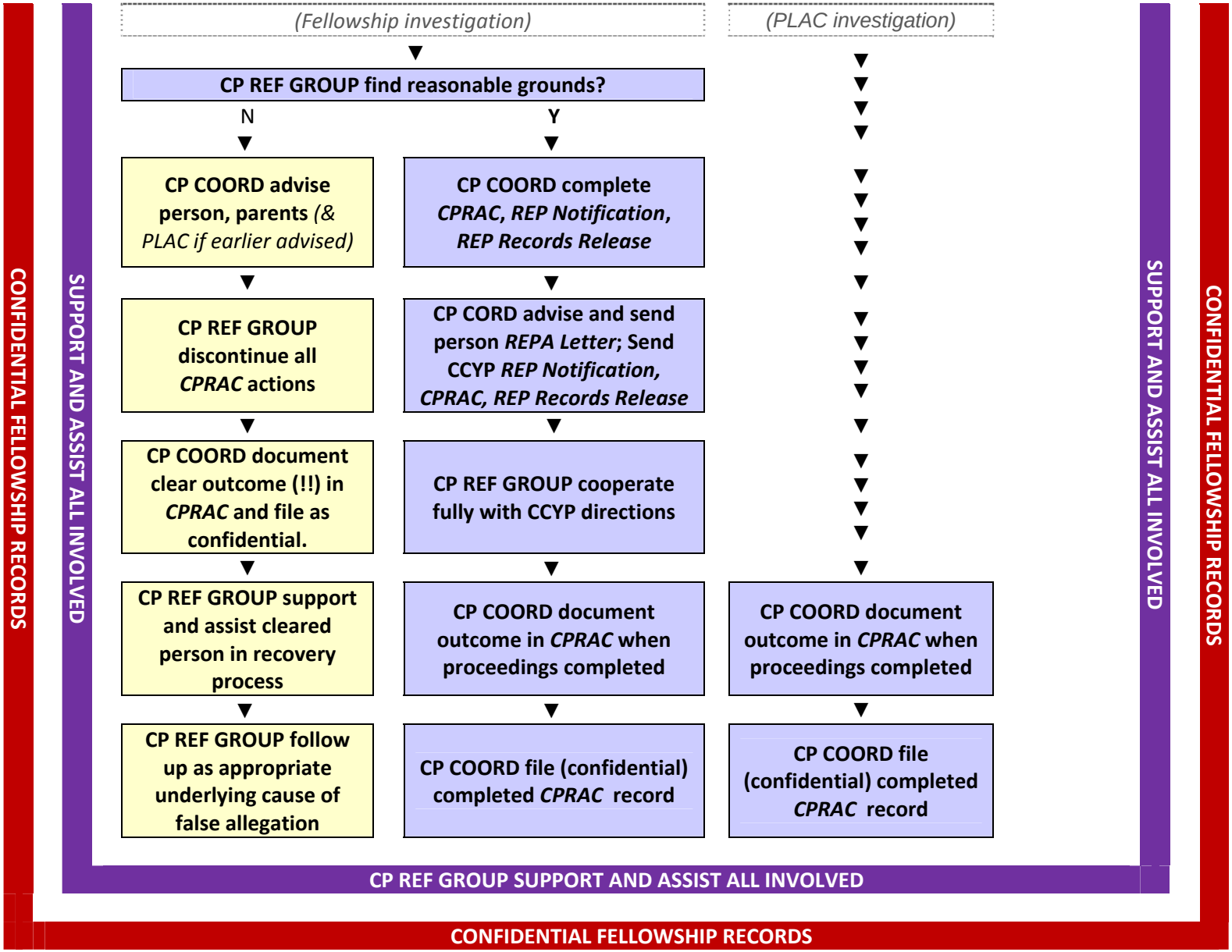
CONFIDENTIAL FELLOWSHIP RECORDS

Key
PLAC: *Police Local Area Command*

CPRAC: *Child Protection Risk Assessment and Control Record form*

ROH: *Risk of Harm*

(Process for Responding to Reportable Concerns)



Key

PLAC:
Police Local Area Command

CCYP:
Commission for Children and Young People

CPRAC:
Child Protection Risk Assessment and Control record form

REPA Letter
Reportable Employment Proceedings - Letter of Advice

REP Notification
Relevant Employment Proceedings Notification and Summary form

REP Records Release
Verification of CP Coordinator's authority to release Fellowship CP records to the Commission