

Incident Summary Report

Incident	
Incident ID	INC-00030342
Incident Status	Closed
Lodged Date	28/08/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	28/08/2014
Owner	Department of Education and Training (QLD)
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	01/09/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Jody Sullivan
Approval Date	01/09/2014
Approval Notes	
Confidential Details	
	SHH-00013348

Incident Details 28/08/2014 8.30am

s.47(F) and the rest of the children were playing a group game. The game ended and the children all made their way to the meeting area for roll call. s.47(F) was running to the area and fell to the ground. s.47(F) says he heard his leg crack and all of a sudden he couldn't put weight on it. s.47(F) was unable to straighten his leg and when this was attempted he felt a sharp pain go up his leg. s.47(F) was able to move his toes and ankle and said his whole leg was numb from the knee down. s.47(F) was given an ice pack and his mum was called who collected him and took him to hospital. At this point the service have made contact with the parent who indicated that the child was getting x-rays and they have no further details at this stage.

Child's Name s.47(F) - Personal P

Child's Gender Male

Child's Date of Birth s.47(F) - Personal Priv

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents Parent, s.47(F) - Person, was contacted by phone at approximately 8.30am on 28/08/2014.

Notes

Total: 0

Date Created

Subject

Note Text

Incident Summary Report

Incident

Incident ID INC-00034196

Incident Status Closed

Lodged Date 24/11/2014

Service ID s.47(F) - Personal Privacy

General

Incident Date 21/11/2014

Owner Melissa Taylor Hansford

Category Serious Incident

Type Injury, trauma or illness where medical attention was, or ought to have been sought

Priority 2-Medium

Closed Date 16/12/2014

Recommendation Details

Recommended By

Recommendation Date

Recommended Action

Approval Details

Incident Outcome Investigation Created

Approved By Melissa Taylor Hansford

Approval Date 16/12/2014

Approval Notes

Confidential Details

SHH-00040327

Incident Details 21/11/2014 2.10pm Kindergarten Room

As the children were getting up off their beds, s.47 and s.47(F) decided to check s.47(F) - P blood sugar levels as he seemed glassy eyed and really pale (white like powder on face) s.47(F) went to get his blood sugar testing pen while s.47(F) - stayed with him. s.47 gave s.47(F) his diabetic needle pen to prick himself. s.47 was sitting beside him while he did this and s.47(F) was on the bed next to s.47(F) - s.47(F) - was standing at the end of his bed supervising the other children on their beds. s.47(F) - blood sugar levels were below 3.6. s.47 and s.47(F) - went back over to the bench to quickly get his lollies and to discuss this. During this time s.47(F) has been pricked by the needle pen.

Child's Name s.47(F) - Perso

Child's Gender Male

Child's Date of Birth s.47(F) - Personal Privacy

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents Incident occurred at approx 2.15pm 21/11/2014 phone messages left for Mother between 2.55pm and 3.30pm. 4.45pm s.47(F) - Perso returned the phone messages left, which s.47(F) took the call and again explained the incident being mindful of confidentiality. 5.25pm s.47(F) was collected by his father and the incident explained to him, he was provided the incident form which he signed.

Notes

Total: 0

Date Created

Subject

Note Text

Incident Summary Report

Incident	
Incident ID	INC-00010642
Incident Status	Closed
Lodged Date	04/04/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	28/03/2013
Owner	Sally Thiessen
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	3-Low
Closed Date	19/09/2013
Recommendation Details	
Recommended By	Sally Thiessen
Recommendation Date	01/05/2013
Recommended Action	Investigation created
Approval Details	
Incident Outcome	Investigation Created
Approved By	Sally Thiessen
Approval Date	01/05/2013
Approval Notes	
Confidential Details	
	SHH-00040420
Incident Details	Associated notification reference ID NOT-40006076 Entered by RA-LN s.47(F) was playing with several friends on the verandah near a kitchen servery overhang. He stood up quickly at the same time as moving forward and cut his forehead on a sharp edge under the servery.
Child's Name	s.47(F) - Personal
Child's Gender	Male

Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Emergency Services Details	s.47(F) - Personal Privacy
Steps Taken to Notify Parents	Parents were contacted by mobile phone immediately after s.47 was attended to 5 mins after the incident. Incident 10.55 Parents called 11.00. They took s.47 to Mudgeeraba General practice where he had 3 stitches. I followed up with another call. s.47 seemed to be progressing well.

Notes **Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations **Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00003301	SI01 Cut to head NOT-40006076	No Further Action	01/05/2013	01/05/2013	Closed	3-Low

Incident Summary Report

Incident

Incident ID INC-00006921

Incident Status Closed

Lodged Date 05/12/2012

Service ID s.47(F) - Personal Privacy

General

Incident Date 28/10/2012

Owner Gail Ikin

Category Serious Incident

Type Injury, trauma or illness where medical attention was, or ought to have been sought

Priority 2-Medium

Closed Date 23/01/2013

Recommendation Details

Recommended By Kay Beattie

Recommendation Date 23/01/2013

Recommended Action Investigation created.

Approval Details

Incident Outcome Investigation Created

Approved By Kay Beattie

Approval Date 23/01/2013

Approval Notes

Confidential Details

SHH-00041250

Incident Details Associated notification reference ID NOT-40001783

A child found a piece of sharp equipment. The child passed it to s.47(F) - P and it accidentally sliced his pointer finger. s.47(F) - P came to a supervisor who immediately seized the sharp implement and staff washed the wound. s.47(F) - P was then taken straight down to the office where staff tried to telephone his mother.

Child's Name s.47(F) - Personal P

Child's Gender Male

Child's Date of Birth

s.47(F) - Personal Privacy

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents

Time: 15.50pm tried to contact parent

Date: 23/10/2012

Incident: Co-ordinator tried to telephone parent as soon as we came down to the hall. Incident occurred at 15.45pm - tried to notify parent at 15.50pm

Notes

Total: 0

Date Created

Subject

Note Text

Investigations

Total: 0

Investigation ID

Investigation Summary

Investigation Outcome

Start Date

Finish Date

Status

Priority

Incident Summary Report

Incident	
Incident ID	INC-00032956
Incident Status	Closed
Lodged Date	24/10/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	23/10/2014
Owner	Amanda Tatam
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	27/10/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Christine Longobardi
Approval Date	27/10/2014
Approval Notes	
Confidential Details	
	SHH-00041281

Incident Details At 1.50pm on the 23/10/2014 s.47(F) - Personal attempted to wake s.47(F) from her daytime sleep after 1.5hours as instructed the morning by s.47(F) - Personal mother. s.47(F) seemed to wake but then when s.47(F) - moved away to fill her water bottle up she returned and she had laid back down and pulled her covers back over her.

s.47(F) - called me in and we agreed as she seemed to be just sleeping and her eyelids were not flickering like her 2 prior incidents to let her sleep for another 5 minutes and thought as the other children began to wake she would too with the noise and light. Approximately 5 minutes later s.47(F) called me back to the room and s.47(F) - Pers and herself had tried to wake s.47(F) unsuccessfully. I also tried to rouse her and was unable. She was able to sit independently and When I asked her if she could stand up she did so almost independently with my hands under her armpits. However her eyelids had begun to flicker very frequently and she was still not responsive. I took s.47(F) out to the office and handed her to s.47(F) - Pers whilst I called her Mum s.47(F) - Pers attempted to wake her by taking her out into the sunshine. s.47(F) - said she would come immediately. When s.47(F) and Dad s.47(F) arrived we agreed we should call the ambulance. The Ambulance operator asked me to check her airways and breathing and roll her on her side. When I had completed this the ambulance had arrived. They checked all her 'vitals' and they were good. The ambulance used pain stimuli and oxygen to try and wake her and this was unsuccessful. The paramedics then administered a seizure drug via needle. The needle made s.47(F) wake up instantly. She began crying and eyes were wide open. s.47(F) and s.47(F) went to the Nambour hospital in the ambulance. s.47(F) was released later that evening after tests came back clear. s.47(F) and I mutually agreed until s.47(F) attends her specialist appointment in Brisbane on the 6th of November we will discourage her from sleeping her at the centre as this seems to be the trigger for the episodes. At this stage we have created a medical plan and advised all educators through memo.

Child's Name s.47(F) - Personal

Child's Gender Female

Child's Date of Birth s.47(F) - Personal Privacy

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Emergency Services Details Queensland Ambulance Service Nambour General Hospital

Steps Taken to Notify Parents The child's mother s.47(F) - Personal was notified by telephone call as soon as the incident was deemed serious by myself s.47(F) - Pers at 2.05pm on 23/10/2014

Notes

Total: 0

Date Created

Subject

Note Text

Incident Summary Report

Incident	
Incident ID	INC-00012656
Incident Status	Closed
Lodged Date	30/05/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	27/05/2013
Owner	Elizabeth Early
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	20/06/2013
Recommendation Details	
Recommended By	Elizabeth Early
Recommendation Date	20/06/2013
Recommended Action	Investigation created ING #00003868
Approval Details	
Incident Outcome	Investigation Created
Approved By	Dianne Hunt
Approval Date	20/06/2013
Approval Notes	
Confidential Details	
SHH-00041394	
Incident Details	TRIM# 13/183741 Associated Reference NOT#40009111
	In Wombat Room at 2pm during a rest period s.47(F) was resting on her bed in home corner when she reached up to get a phone off the shelf. It fell and cut her head - due to weight of the phone not due to any sharp edges.
Child's Name	s.47(F) - Personal P

Child's Gender	Female
Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	Educational Leader - s.47(F) - Personal P called for Directors assistance through internal phone. s.47(F) - Person came down to room with Ice pack. Once initial first aid was applied the director contacted s.47(F) - Personal P's mother

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident	
Incident ID	INC-00015959
Incident Status	Closed
Lodged Date	16/08/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	09/08/2013
Owner	Angelique Lorentz
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	06/09/2013
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	
Approval Date	
Approval Notes	
Confidential Details	
Incident Details	SHH-00041680 TRIM# 13/282724 NOT# 40013753
	s.47(F) was trying to pull herself up by holding on the edge of the lockers. During this process, she lost balance causing her head to come forward, relating into a sharp bite to her tongue.
Child's Name	s.47(F) - Person
Child's Gender	Female

Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	Parents notified - Mum called old work place gave new phone number to us and Mum was called and informed of injury at 12.55pm.

Notes **Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations **Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00005880	Child fell & bit their tongue, medical attention was sought	No Further Action	16/08/2013	10/09/2013	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00008841
Incident Status	Closed
Lodged Date	12/02/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	08/02/2013
Owner	Department of Education and Training (QLD)
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	04/03/2013
Recommendation Details	
Recommended By	Steven Rogers
Recommendation Date	04/03/2013
Recommended Action	s.47(F) sustained a cut to the head that was glued together at the Doctor. s.47(F) tripped over his own feet bumped his head on the table. The table was checked for sharp edges and none were found. Educators hold current first aid/cpr certification.
Approval Details	
Incident Outcome	No Further Action
Approved By	Kay Beattie
Approval Date	04/03/2013
Approval Notes	No compliance action required
Confidential Details	
Incident Details	SHH-00041880 s.47(F) sustained a cut to the head that was glued together at the Doctor. s.47(F) tripped over his own feet bumped his head on the table. The table was checked for sharp edges and none were found. Educators hold current first aid/cpr certification. Child was leaving the bathroom and fell and hit the table.

Child's Name	s.47(F) - Pe
Child's Gender	Male
Child's Date of Birth	s.47(F) - Personal f
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Emergency Services Details	N/A
Steps Taken to Notify Parents	Parent notified at 12:05, incident occurred at 11:45. Parent informed by telephone and recommended to come and see.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident	
Incident ID	INC-00028175
Incident Status	Closed
Lodged Date	14/07/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	10/07/2014
Owner	Lisa Jensen
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	15/07/2014
Recommendation Details	
Recommended By	Christine Longobardi
Recommendation Date	15/07/2014
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Christine Longobardi
Approval Date	15/07/2014
Approval Notes	
Confidential Details	
	SHH-00041987
Incident Details	At 12.10pm, 4 educators and 17 children were in the front garden. Six of the 17 children were riding bikes. s.47(F) turned the handlebars very sharply and fell off the bike. She did not put her hands out, so took force on her chin.
Child's Name	s.47(F) - Person
Child's Gender	Female
Child's Date of Birth	s.47(F) - Person

Name of Parent(s)	s.47(F) - Personal Privacy
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	First aid was applied as per accident report. Mum was notified straight away and arrived approximately 10 minutes later at 12.20pm

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00014337	At 12.10pm, 4 educators and 17 children were in the front garden. Six of the 17 children were riding bikes. s.47(F) turned the handlebars very sharply and fell off the bike. She did not put her hands out, so took force on her chin.	No Further Action	15/07/2014	23/07/2014	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00005630
Incident Status	Closed
Lodged Date	29/10/2012
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	17/10/2012
Owner	Kim Rayfield
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	16/01/2013
Recommendation Details	
Recommended By	Kim Rayfield
Recommendation Date	16/01/2013
Recommended Action	'Investigation Created'
Approval Details	
Incident Outcome	Investigation Created
Approved By	Kim Rayfield
Approval Date	16/01/2013
Approval Notes	
Confidential Details	
	SHH-00043193

Incident Details Entered by RA-LN

Associated Notification Ref ID: NOT-4000823

Child was playing on the school playground. He felt a scratch to his right upper thigh and noticed a cut on his leg. Child informed Educator. Educator noticed a deep cut to his right upper thigh approximately 10cm long and deep enough to see the child's thigh muscle. The cut was not bleeding much. Educator took child into kitchen and applied a bandage to stop bleeding that was apparent and called for Service Coordinator. At the time of the incident one of the other parents who is a registered doctor (Dr Rachna Sareen) assessed the injury and advised that an ambulance would not be needed to be called and for Educator to dress injury. Coordinator advised the child's parent by phone of the incident and asked if she would like us to call an ambulance, parent advised coordinator that she would be at the service within 20 minutes and not to call ambulance. Parent took child to hospital and child received 7 stitches. Coordinator found bolts on playground that were a little sharp. Playground closed until bolts fixed on 18.10.12 by school grounds man.

Child's Name s.47(F) - Personal**Child's Gender** Male**Child's Date of Birth** s.47(F) - Personal Privacy**Name of Parent(s)****Phone Number of Parent(s)****Incident Witness** N/A**Emergency Services Details** N/A**Steps Taken to Notify Parents** Parent was called at 3.55pm by the Coordinator**Notes****Total: 0****Date Created****Subject****Note Text****Investigations****Total: 0****Investigation ID****Investigation Summary****Investigation Outcome****Start Date****Finish Date****Status****Priority**

Incident Summary Report

Incident	
Incident ID	INC-00024473
Incident Status	Closed
Lodged Date	10/04/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	09/04/2014
Owner	Department of Education and Training (QLD)
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	11/04/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Kylie Kadell
Approval Date	11/04/2014
Approval Notes	
Confidential Details	
	SHH-00043765
Incident Details	Time - Approx. 9.25am in Samford State School grounds. Vacation care cycling activity - s.47(F) took a sharp turn, lost control and used right arm to break his fall. Ambulance officer recommended s.47(F) have an x-ray after checking his vital signs and putting arm in a splint.
Child's Name	s.47(F) - Personal
Child's Gender	Male

Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Emergency Services Details	
Steps Taken to Notify Parents	Ambulance called 9.30am. Parent called 9.36am (Mum at work) Mum rang grandmother to meet s.47(F) at school and speak to ambulance officer.

Notes

Total: 0

Date Created	Subject	Note Text
---------------------	----------------	------------------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00012120	Time - Approx. 9.25am in Samford State School grounds. Vacation care cycling activity - s.47(F) took a sharp turn, lost control and used right arm to break his fall. Ambulance officer recommended s.47(F) have an x-ray after checking his vital signs and putting arm in a splint.	No Further Action	11/04/2014	13/06/2014	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00009954
Incident Status	Closed
Lodged Date	15/03/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	08/03/2013
Owner	Joanne Gaudry
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	02/05/2013
Recommendation Details	
Recommended By	Maureen Robbins
Recommendation Date	02/05/2013
Recommended Action	Investigation
Approval Details	
Incident Outcome	No Further Action
Approved By	Maureen Robbins
Approval Date	02/05/2013
Approval Notes	Investigation
Confidential Details	
	SHH-00043769
Incident Details	Associated notification reference ID NOT-40005233
	s.47(F) was playing on the adventure playground when she suddenly fell to the ground and complaining of feeling sick. s.47(F) said it was a sharp in her lower abdomen. She said this happened before. s.4 (coordinator) was informed and an ambulance was contacted and was on her way. s.47(F) went along to hospital with s.47(F) -

Child's Name	s.47(F) - Personal
Child's Gender	Female
Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Emergency Services Details	Ambulance from Balmoral dispatch arrived and took s.47(F) to Mater Children's Emergencies.
Steps Taken to Notify Parents	Parent was contacted via phone at 4.30pm on Friday 8.3.2013. s.47(F) had been laying down in pain and staff were comforting her and accessing the pain, prior to contacting mum. Mum was also informed that an ambulance was on its way.

Notes **Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations **Total: 0**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident	
Incident ID	INC-00014746
Incident Status	Closed
Lodged Date	18/07/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	16/07/2013
Owner	Maroochydore RA Admin Officer QLD
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	25/09/2013
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	No Further Action
Approved By	Cynthia Thomas
Approval Date	26/08/2013
Approval Notes	Investigation Report TRIM 13/282744
Confidential Details	
	SHH-00043834
Incident Details	s.47(F) - was playing football with a group of children on a grassed area when he slid on his knees to score a try. His right knee hit a piece of rock protruding from the ground causing a large laceration about 2cm in size. Pressure was applied by s.47(F) - Personal P to control the bleeding and to hold the laceration together. s.47(F) - P mother and an ambulance were called. A marker was placed over the section immediately and sharp pieces of gravel and concrete were removed from the site the following day.
Child's Name	s.47(F) - Person
Child's Gender	Male

Child's Date of Birth 6/07/2004

Name of Parent(s) s.47(F) - Personal Priv

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents Mother, s.47(F) - Pers was telephoned at 4.25pm on 16/7/13

Notes

Total: 0

Date Created

Subject

Note Text

Investigations

Total: 0

Investigation ID

Investigation Summary

Investigation Outcome

Start Date

Finish Date

Status

Priority

Incident Summary Report

Incident	
Incident ID	INC-00023371
Incident Status	Closed
Lodged Date	14/03/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	10/03/2014
Owner	Janiece Cooper
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	2-Medium
Closed Date	17/03/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Christine Longobardi
Approval Date	17/03/2014
Approval Notes	
Confidential Details	
	SHH-00043941
Incident Details	Child s.4; but Child s.4 with the blade of a pencil sharpener. Child s. was subsequently suspended for 2 weeks following a management meeting and in line with the Exclusions for Behavioural Reasons Policy. Child s.47 (mother has complained that the policy does not provide strong enough consequences in incidents such as this. She feels the suspension is not sufficient and she feels that Child s.4 should be expelled.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00011460	Child s.4 cut Child s.4 with the blade of a pencil sharpener. Child s. was subsequently suspended for 2 weeks following a management meeting and in line with the Exclusions for Behavioural Reasons Policy. Child s.47 mother has complained that the policy does not provide strong enough consequences in incidents such as this. She feels the suspension is not sufficient and she feels that Child s.47 should be expelled.	No Further Action	17/03/2014	03/04/2014	Closed	2-Medium

Incident Summary Report

Incident

Incident ID INC-00013650

Incident Status Closed

Lodged Date 25/06/2013

Service ID s.47(F) - Personal Privacy

General

Incident Date 24/06/2013

Owner Bindi Lascelles

Category Serious Incident

Type Injury, trauma or illness where medical attention was, or ought to have been sought

Priority 2-Medium

Closed Date 06/09/2013

Recommendation Details

Recommended By

Recommendation Date

Recommended Action

Approval Details

Incident Outcome Investigation Created

Approved By

Approval Date

Approval Notes

Confidential Details

SHH-00044058

Incident Details TRIM# 13/217819

Associated Reference NOT#40010598

s.47(F) - P and two other girls were playing with a soccer ball on the grass area outside the cabins. s.47(F) - P and another supervisor from s.47(F) - Person were supervising. The ball went past s.47(F) - and she ran after it. As she was running to pick up the ball she slipped on a patch of damp grass. She later said she heard a crack and felt a sharp pain. She then started crying and s.47 ran over to her. He then asked s.47(F) - Person a junior supervisor to call an ambulance. While they were waiting for the ambulance they covered her with a sleeping bag to keep warm and gave her a pillow in an attempt to make her more comfortable.

Child's Name s.47(F) - Personal Pr**Child's Gender** Female**Child's Date of Birth** s.47(F) - Personal P**Name of Parent(s)****Phone Number of Parent(s)****Incident Witness****Emergency Services Details** Ambulance**Steps Taken to Notify Parents** s.47(F) - rang s.47(F) - Person at 5:15PM after they rang the ambulance.**Notes****Total: 0****Date Created****Subject****Note Text****Investigations****Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00004457	Child slipped & injured her lower leg, medical attention was sought	No Further Action	26/06/2013	04/03/2015	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00031561
Incident Status	Closed
Lodged Date	24/09/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	23/09/2014
Owner	Amanda Tatam
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	29/09/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Christine Longobardi
Approval Date	29/09/2014
Approval Notes	
Confidential Details	
	SHH-00045260
Incident Details	At 1pm the child woke up from his sleep and started to cough, his cough continued to get worse during the afternoon. The child's breathing became short and sharp and an ambulance was called at 3:34pm. An ambulance arrived at 3:37pm and transported the child to the hospital with an educator. The child was monitored at the local hospital and was given an asthma puffer every 20 minutes. The doctor advised the parent they believe the child may have asthma. The child will return to the service on 30/09/14.
Child's Name	s.47(F) - Person

Child's Gender	s.47(F) - Personal P
Child's Date of Birth	
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	The parent was contacted at 1:15pm and was happy for the child to be monitored at the service. The parent contacted the service at 2:45pm and agreed for an ambulance to be called.

Notes

Total: 0

Date Created	Subject	Note Text
---------------------	----------------	------------------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00016607	At 1pm the child woke up from his sleep and started to cough, his cough continued to get worse during the afternoon. The child's breathing became short and sharp and an ambulance was called at 3:34pm. An ambulance arrived at 3:37pm and transported the child to the hospital with an educator. The child was monitored at the local hospital and was given an asthma puffer every 20 minutes. The doctor advised the parent they believe the child may have asthma. The child will return to the service on 30/09/14.	No Further Action	29/09/2014	17/12/2014	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00031330
Incident Status	Closed
Lodged Date	18/09/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	17/09/2014
Owner	Susan Ballard
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	1-High
Closed Date	25/09/2014
Recommendation Details	
Recommended By	Susan Ballard
Recommendation Date	25/09/2014
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Susan Ballard
Approval Date	25/09/2014
Approval Notes	
Confidential Details	
	SHH-00045658
Incident Details	s.47(F) was found in playground with a syringe Entered by RA/SV Refer to Trim: 14/321968 s.47(F) - Pers came into contact with a sharp needle while in the playground this morning s.47(F) picked up the sharp needle in her L hand. Please see attached additional information.
Child's Name	s.47(F) - Perso
Child's Gender	Female

Child's Date of Birth	s.47(F) - Personal Private
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Emergency Services Details	
Steps Taken to Notify Parents	Nominated Supervisor, s.47(F) - Personal Private phoned s.47(F) - Personal Private who collected s.47(F) from the centre.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00016514	Entered by RA/SVRefer to Trim: 14/32196 s.47(F) - Personal Private came into contact with a sharp needle while in the playground this morning s.47(F) picked up the sharp needle in her L hand.Please see attached additional information.	No Further Action	25/09/2014	30/09/2014	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00015156
Incident Status	Closed
Lodged Date	30/07/2013
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	26/07/2013
Owner	Megan Anderson
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought A child was mistakenly locked in or locked out of the service premises or any part of the premises
Priority	2-Medium
Closed Date	23/09/2013
Recommendation Details	
Recommended By	Megan Anderson
Recommendation Date	02/08/2013
Recommended Action	No investigation required
Approval Details	
Incident Outcome	No Further Action
Approved By	Megan Anderson
Approval Date	02/08/2013
Approval Notes	No investigation required.
Confidential Details	
	SHH-00046348
Incident Details	26/07/2013 - 11.15am - Staff member located in outside play area reported to two educators that she had pins & needles running down right arm into hand.
Child's Name	s.47(F) - Personal Privacy
Child's Gender	Female
Child's Date of Birth	s.47(F) - Personal Privacy

Name of Parent(s) N/A
Phone Number of Parent(s) s.47(F) - Personal Privacy
Incident Witness
Steps Taken to Notify Parents Staff Member - Did not ring parents.

Notes **Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations **Total: 0**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident	
Incident ID	INC-00030419
Incident Status	Closed
Lodged Date	29/08/2014
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	27/08/2014
Owner	Amanda Tatam
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	29/08/2014
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Tania Redmond
Approval Date	29/08/2014
Approval Notes	
Confidential Details	
	SHH-00046538
Incident Details	Information from Approved Provider: I was advised on Friday morning 29.08.2014 by educator s.47(F) - Pe, that she had seen mother s.47(F) - Person at a shopping centre the previous night. s.47(F) - advised s.47(F) that she had taken s.47(F) - to hospital on Wednesday night as s.47(F) - had not settled. Hospital advised s.47(F) - that the injury was bruising to s.47(F) - left arm. s.47(F) - advised s.47(F) that s.47(F) - had continued to complain of pain through the night and took s.47(F) - to her family doctor and Thursday. After further medical examination it was found that s.47(F) - had a small fracture around the wrist area of her left arm.
	Recollection of Events from Wednesday 27.08.2014:

Age group - 30 months to 35 months

Number of Children: 8

Educator: s.47(F) - Personal P

Educator s.47(F) - Persona approached me at about 2pm on Wednesday and advised me that s.47(F) - P was distressed and complaining of a sore arm. I entered the room and s.47(F) - P was lying on a cushion in the room and wanted to remain still on this cushion. I asked s.47(F) - P if there had been any incident through the day where s.47(F) - P may have been injured. She advised they had been indoors all morning and went out briefly just before lunch but that there had been no incidents involving s.47(F) - P and that she had not been upset. We discussed the possibility that she may be experiencing 'pins and needles' in her arm due to the awkward position she slept in. We decided to continue to monitor s.47(F) - P to see if she settled.

The children remained indoors for the rest of the day as it started raining at about 2.45pm.

s.47(F) - P went through periods where she was less distressed by continued to favour her left arm and minimised the use of this. The decision was made to contact s.47(F) - P mother so she could assess if she thought the injury should be checked further.

At this point it is unclear what incident occurred to cause the injury.

I s.47(F) - Per made contact by phone with s.47(F) - P on Friday 29.08.2014 and the following information was shared:

- * s.47(F) - P confirmed that s.47(F) - P had a small fracture to the lower left arm and was currently using a backslab to support the injury. s.47(F) - P is to be referred to fracture clinic next week to get a smaller backslab that will support her arm better. After the swelling goes down she will then have a cast applied.
- * I advised s.47(F) - P that I am unsure what specific injury caused the injury as s.47(F) - P had stated there was no specific incidents which occurred that day.
- * We spoke about the possibility that maybe she has fallen over on the floor and s.47(F) - P stated that she understands that these types of injuries can occur quite easily and that she was not distressed about the incident.

s.47(F) - Personal Privacy

- * I advised s.47(F) - P that it is a requirement where serious injuries occur in a child care centre, that the Service is required to report this to the Regulatory Authority and the incident would then be recorded on government records. I advised that as a part of this process I would also gather the information from educators and provide her with a copy of the Incident Report.
- * s.47(F) - P advised she would come into the Service next week and was hoping to return s.47(F) - P to care when she is in less pain. I advised that I would have the report ready for her.

Child's Name s.47(F) - Personal

Child's Gender Female

Child's Date of Birth s.47(F) - Personal

Incident Summary Report

Incident	
Incident ID	INC-00035913
Incident Status	Closed
Lodged Date	20/01/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	14/01/2015
Owner	Kylie Kaloudrau
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	22/01/2015
Recommendation Details	
Recommended By	Kylie Kaloudrau
Recommendation Date	22/01/2015
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Kylie Kaloudrau
Approval Date	22/01/2015
Approval Notes	
Confidential Details	
	SHH-00098621
Incident Details	At approximately 11.00am the educator experienced sharp pains in her chest and right arm that lasted 30 minutes. An ambulance was called at 11.10am and the educator was transported to hospital via ambulance. The educator returned to work on 15/01/15.
Child's Name	s.47(F) - Persona
Child's Gender	Female
Child's Date of Birth	s.47(F) - Persona

Name of Parent(s)	N/A
Incident Witness	s.47(F) - Person
Emergency Services Details	Ambulance
Steps Taken to Notify Parents	N/A

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00019223		No Further Action	22/01/2015	22/01/2015	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00036457
Incident Status	Closed
Lodged Date	05/02/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	04/02/2015
Owner	Laura Wilmer
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	
Closed Date	05/02/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Laura Wilmer
Approval Date	05/02/2015
Approval Notes	
Confidential Details	
	SHH-00100360
Incident Details	AT 11:30 am an educator became unwell whilst in the staffroom. She complained of lower abdominal pain that felt like sharp stabbing pains, which moved into the lower back. The educator requested an ambulance to be contacted and it arrived at 12:25pm. The educator was transported to the local hospital, where further investigation are taking place.
Child's Name	s.47(F) - Person
Child's Gender	Female

Child's Date of Birth	s.47(F) - Perso
Name of Parent(s)	NA
Phone Number of Parent(s)	000000
Incident Witness	s.47(F) - Personal f
Steps Taken to Notify Parents	NA

Notes **Total: 0**

Date Created	Subject	Note Text
---------------------	----------------	------------------

Investigations **Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00019525	AT 11:30 am an educator became unwell whilst in the staffroom. She complained of lower abdominal pain that felt like sharp stabbing pains, which moved into the lower back.	No Further Action	05/02/2015	06/02/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00036459
Incident Status	Closed
Lodged Date	05/02/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	02/02/2015
Owner	Deborah Irwin
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	06/02/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Leanne McBean
Approval Date	06/02/2015
Approval Notes	
Confidential Details	
	SHH-00100362
Incident Details	s.47(F) - Pe Centre Support Office was notified of a centre incident. At approximately 6:15am an opening educator arrived at the service and discovered a bag of approximately 20 -30 used syringes in the car park of the service. The police were contacted at 6:30am and arrived at 7:45am, the police took away the bag of syringes from the service.
Child's Name	NA
Child's Gender	Male

Child's Date of Birth 4/02/2015

Name of Parent(s) NA

Phone Number of Parent(s) 000000

Incident Witness NA

Steps Taken to Notify Parents NA

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00019542	trim ref # 15/44164	No Further Action	06/02/2015	20/02/2015	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00038916
Incident Status	Closed
Lodged Date	24/03/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	23/03/2015
Owner	Leanne McBean
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	
Closed Date	02/04/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	
Approval Date	02/04/2015
Approval Notes	
Confidential Details	
	SHH-00106533
Incident Details	s.47(F) - Personal Centre Support Office was notified of an incident involving s.47(F) - Personal (DOB s.47(F) - Personal, parent s.47(F) - Personal, contact number: s.47(F) - Personal). At 4.15pm the child was helping an educator water plants in the front garden when he picked up a used syringe and handed it to an educator. The child was taken straight away to wash his hands, no visible injuries could be seen. The syringe was placed in a sharpies container and was locked away. The child was taken to the local hospital where a medical practitioner advised no further treatment was required. The child returned to the service on 24/03/2015.

Notes**Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations**Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00021140	15/122795 Child picked up used suringe in front garden	No Further Action	02/04/2015	10/04/2015	Closed	

Incident Summary Report

Incident	
Incident ID	INC-00039693
Incident Status	Closed
Lodged Date	13/04/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	13/04/2015
Owner	Amanda Tatam
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	
Closed Date	13/04/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Amanda Tatam
Approval Date	13/04/2015
Approval Notes	
Confidential Details	
	SHH-00108879

Incident Details 8.50am 13.04.2015 Incident - Mixed age group - 0-2.5 years - Ratio: 1:4 and 1:5. s.47(F) was playing in the carriage part of the Megatoy train playground. This is made up of a floor made from plastic coated chain and then the sides are a three high ladder made of the same material. He was climbing along these rungs when he fell backwards on to the floor of the carriage and then hit his head on the rounded bolt at the end which secures the chain and plastic to the train structure.

His injuries consisted of a egg shaped bump about the side of a five cent piece of the back right side of his head. Ice and a wet washer were applied to this injury. s.47(F) did not cry but did rub his head for pain relief.

s.47(F) - Person was contacted and she made the decision to collect s.47(F) and seek medical advice. She stated that he has been clumsy over the past few days and just not himself.

13.04.2015 15.15pm - Approved Provider, s.47(F) - Per contacted s.47(F) by phone. s.47(F) stated they had just got home from the doctor. The doctor found that s.47(F) has an ear infection and has been prescribed antibiotics. s.47(F) stated that the bump on his head will be fine and will heal in the next few days. She has been advised by the doctor to keep s.47(F) home for the rest of the week so he can overcome his ear infection.

Playground safety - The bolt on which s.47(F) injured himself is a rounded bolt with no sharp edges and the playground is manufactured to Australian Safety standards. There have been no other incidents of this nature on this playground equipment previously.

At this point in time, no further changes to the playground equipment will be made, as this appears to be an once-off incident and illness appears to be a contributing factor.

The incident form has not been signed by the parent as this point, as s.47(F) was collected very quickly after the incident. s.47(F) will be asked to sign the form when s.47(F) next attends care which is expected to be on Monday 27th April 2015.

Child's Name s.47(F) - Personal Privacy

Child's Gender Male

Child's Date of Birth s.47(F) - Personal P

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents 8.55am 13.04.2015 - Educator s.47(F) - Person left a phone message for s.47(F) - Person (mother) to return call.

9.00am 13.04.2015 - Received phonecall from s.47(F) - Person Approved provider s.47(F) - Per explained that s.47(F) had a fall on the train playground and had bumped his head on a rounded bolt. This has resulted in a egg like bump and bruise on the back of his head. s.47(F) decided that she would collect s.47(F) to have him checked. She stated that he had been having a number of falls lately and she was concerned that he may have issues with his balance.

Notes

Total: 0

Date Created

Subject

Note Text

Incident Summary Report

Incident	
Incident ID	INC-00039989
Incident Status	Closed
Lodged Date	17/04/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	16/04/2015
Owner	Annwen Lumkes
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	20/04/2015
Recommendation Details	
Recommended By	Annwen Lumkes
Recommendation Date	20/04/2015
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Annwen Lumkes
Approval Date	20/04/2015
Approval Notes	
Confidential Details	
	SHH-00109757
Incident Details	At 2.20pm in the Garden room during music and dance time, all children were dancing when a child fell into s.47(F) pushing him against the shelf and hitting his head-there were no corner sharp edges on the shelf.
Child's Name	s.47(F) - Person
Child's Gender	Male
Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	

Phone Number of Parent(s)	s.47(F) - Personal
Incident Witness	
Steps Taken to Notify Parents	Father called at 2.25pm on 16.04.15-told of incident and encouraged to seek medical assistance

Notes **Total: 0**

Date Created	Subject	Note Text
---------------------	----------------	------------------

Investigations **Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00021505	At 2.20pm in the Garden room during music and dance time ,all children were dancing when a child fell into s.47(F) pushing him against the shelf and hitting his head-there were no corner sharp edges on the shelf.	No Further Action	20/04/2015	04/05/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00040960
Incident Status	Closed
Lodged Date	04/05/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	01/05/2015
Owner	Clarissa Dirie
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	3-Low
Closed Date	06/05/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Catherine Smith
Approval Date	06/05/2015
Approval Notes	
Confidential Details	
	SHH-00112308
Incident Details	On 1/05/15 s.47(F) - Pe Centre Support Office was notified of a centre incident. At approximately 10.30am an educator parked in the car park and upon getting out of her car, noticed a used syringe on the footpath alongside the centre car park. The syringe was placed in a sharps container and will be disposed of once the Centre Director seeks further advise on a disposal site.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00021997	Educator parked in car park noticed a used syringe on the footpath alongside carpark	No Further Action	06/05/2015	15/06/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00041167
Incident Status	Closed
Lodged Date	08/05/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	07/05/2015
Owner	Amanda Tatam
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	
Closed Date	11/05/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Amanda Tatam
Approval Date	11/05/2015
Approval Notes	
Confidential Details	
	SHH-00112854
Incident Details	<p>On 7 May 2015 at 3.30pm children were playing dodgeball together on the brown court when Child A kicked a ball that accidentally hit s.47(F) on the thumb. The thumb appeared to be dislocated. Ice was applied to the injury and the parent was contacted by 3.33pm. The parent, who is a registered nurse, collected s.47(F) and took him to hospital for further treatment.</p> <p>At 5.57pm the parent contacted the service and informed the staff that s.47(F) had has some needles and medication and had his dislocated thumb put back into place. His thumb was then plastered which will be removed in a week.</p>

Child's Name	s.47(F) - Personal Priv
Child's Gender	Male
Child's Date of Birth	s.47(F) - Personal Priv
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	Incident occurred at 3.30pm on 7 May 2015 and parent was notified via phone the same day at 3.33pm as to the nature of the child's injury.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00022103	On 7 May 2015 at 3.30pm children were playing dodgeball together on the brown court when Child A kicked a ball that accidentally hit s.47(F) on the thumb. The thumb appeared to be dislocated.	No Further Action	11/05/2015	20/05/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00041700
Incident Status	Closed
Lodged Date	19/05/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	18/05/2015
Owner	Clarissa Dirie
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	2-Medium
Closed Date	20/05/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Catherine Smith
Approval Date	20/05/2015
Approval Notes	
Confidential Details	
	SHH-00114430
Incident Details	On 18 May 2015, s.47(F) - Pe Centre Support Office was notified of an incident at s.47(F) - Personal Privacy . On 18 May 2015 at 4.05pm, an educator was undertaking a playground check when they found a needle in the playground. The educator applied gloves and placed the needle in to a container. The CD took the container to the chemist. Children remained in the classroom while educators conducted another check of the playground area and no other hazardous items were located. Once the playground had been checked, the children were permitted to access the playground. 26 children were enrolled at the service on Monday 18 May 2015.

Notes**Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations**Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00022424	An educator doing playground check discovered a needle in the playground	No Further Action	20/05/2015	21/05/2015	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00043597
Incident Status	Closed
Lodged Date	29/06/2015
Service ID	s.47(F) - Personal Privacy

General	
Incident Date	29/06/2015
Owner	Steven Rogers
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	2-Medium
Closed Date	10/07/2015

Recommendation Details	
Recommended By	Steven Rogers
Recommendation Date	10/07/2015
Recommended Action	15/252865

Approval Details	
Incident Outcome	Investigation Created
Approved By	Kay Beattie
Approval Date	10/07/2015
Approval Notes	15/252865

Confidential Details	
	SHH-00119521
Incident Details	Date: 29.06.15 Time: 11.25am Location: s.47(F) - Personal Privacy Child concerned: s.47(F) - Personal Privacy Age: s.47(F) - Personal Privacy DOB: s.47(F) - Personal Privacy Incident Location: s.47(F) - Personal Privacy

At 10:12am s.47(F) - Personal (assistant Educator) called me from the s.47(F) - Personal room informing me that s.47(F) - Personal was unwell and had a high temperature and that his lips were turning blue. I informed the staff that I will be there straight away and to get the panadol.

10:14am I went straight to the room and saw that he looked dazed and was hot his lips were slightly pale but not blue at this point. I checked the temperature record which stated 39.2 s.47(F) - Personal (assistant educator) had gone to collect the panadol from the kitchen. s.47(F) - Pe started to look deflated and felt hot to touch on the forehead, back and arms, we offered him water to cool him down he drank a cup full. 10.18am s.47(F) - P returned with the panadol and administered 10mls as per the medications instructions. I witnessed this-please see temperature form.

I called s.47(F) - Persona (mother of the child) at 10:21am and informed her that s.47(F) - Pe had a high temperature of 39.2 and we had administered panadol, this is when she said to me that he has convulsed before at this temperature. I reassured her that he was in safe hands and would call the ambulance if his symptoms worsened, she was worried and said she was coming right away (this was not requested of her she just felt to do this).

I then went over to him where s.47(F) (educator) took his temperature 38.6. s.47 then started to shake and his mouth and nose and lips started to turn blue so I called an ambulance at 10:24am. The ambulance officer talked me through what to do and asked us not to give any more fluids and to monitor him closely. s.47(f started rolling his eyes and appearing very drowsy his heart rate was high and he was breathing short sharp breaths. The officer ensured me that he was ok and that we were doing the right thing and to ask s.47(f questions to gain his comprehension i.e. what room are we in, who am I, who are you etc.

At this point s.47(f came in with her little daughter(in the pram) at 10:30am and held s.47(f on the floor next to me, whilst she held him I informed her that the Ambulance was on its way and that he was doing well and that I was on the phone to the emergency services.

We continued to monitor s.47 until the paramedics arrived 10:35am. His breathing started to relax and his blue lips mount and nose started gaining colour. When they arrived they took his temperature and it was 39.6 they took over and then took the family to the ambulance, at this point s.47(F) father arrived. s.47(F) - Pe got very upset and didn't want to go in the ambulance, the paramedics were worried he may make his temp rise by doing this and suggested his parents take him either to a GP or to hospital to avoid upset as his temp had dropped by 0.2. s.47(f said she would take him to their GP and headed off at 10:44am.

I helped them into the car and then approached the paramedics thanking them for their help.

11:00am I called my Area Manager- s.47(F) - Persona relating the information to her. I then collected the temperature record and incident report from the s.47(F) - Personal Room so i could relay a more accurate detail of events to the Departmental representative.

11:15am I called the Department and spoke to our representative recalling the events and advising i would be completing all forms and would return them to him, he suggested sending them through after s.47(f had relayed to me the outcome from the GP later today.

Child's Name s.47(F) - Personal Priv

Child's Gender Male

Child's Date of Birth s.47(F) - Person

Incident Summary Report

Incident	
Incident ID	INC-00044338
Incident Status	Closed
Lodged Date	16/07/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	15/07/2015
Owner	Elaine Drewett
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	18/08/2015
Recommendation Details	
Recommended By	Karen Andersen
Recommendation Date	23/07/2015
Recommended Action	
Approval Details	
Incident Outcome	No Further Action
Approved By	Peta Tierney
Approval Date	06/08/2015
Approval Notes	
Confidential Details	
	SHH-00121716

Incident Details The child is a type 1 diabetic and due to her condition the parent stays with the child at the service. At 9:00am the child was in the classroom when she looked lethargic and the child's blood sugar levels were taken reading 1. The child required a glucose needle and an ambulance was contacted at 9:00am. The parent glucose needle was discovered to be out of date. The child was transported to the local hospital, accompanied by the parent. The child was monitored at the hospital and then allowed home to be monitored further by the parent. The child will return to the service on 22/07/15.

Child's Name s.47(F) - Personal Privac

Child's Gender Female

Child's Date of Birth s.47(F) - Personal P

Name of Parent(s)

Phone Number of Parent(s)

Incident Witness

Steps Taken to Notify Parents The parent was at the service at the time of the incident.

Notes

Total: 0

Date Created

Subject

Note Text

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident		
Incident ID	INC-00044516	
Incident Status	Closed	
Lodged Date	20/07/2015	
Service ID	s.47(F) - Personal Privacy	
General		
Incident Date	30/06/2015	
Owner	Department of Education and Training (QLD)	
Category	Non-Serious Incident	
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
Priority	2-Medium	
Closed Date	21/07/2015	
Recommendation Details		
Recommended By	Annwen Lumkes	
Recommendation Date	21/07/2015	
Recommended Action		
Approval Details		
Incident Outcome	No Further Action	
Approved By	Annwen Lumkes	
Approval Date	21/07/2015	
Approval Notes		
Confidential Details		
	SHH-00122113	
Incident Details	A child playing in the playground at 9.30 am on the 30.6.15 found a needle in a garden bed.Needle removed,disposed, children and staff discussed safety when finding things in the playground. Parent contacted	
Notes		
Date Created	Subject	Note Text
		Total: 0

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
-------------------------	------------------------------	------------------------------	-------------------	--------------------	---------------	-----------------

Incident Summary Report

Incident		
Incident ID	INC-00044581	
Incident Status	Closed	
Lodged Date	21/07/2015	
Service ID	s.47(F) - Personal Privacy	
General		
Incident Date	30/06/2015	
Owner	Annwen Lumkes	
Category	Non-Serious Incident	
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
Priority	2-Medium	
Closed Date	21/07/2015	
Recommendation Details		
Recommended By	Annwen Lumkes	
Recommendation Date	21/07/2015	
Recommended Action		
Approval Details		
Incident Outcome	Investigation Created	
Approved By	Annwen Lumkes	
Approval Date	21/07/2015	
Approval Notes		
Confidential Details		
	SHH-00122231	
Incident Details	On the 30.6.15 at 9.30am a child found a needle in a garden bed, the parent was contacted the child was not injured. This incident was discussed with staff and children with safety a focus.	

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations**Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00024015	On the 30.6.15 at 9.30am a child found a needle in a garden bed, the parent was contacted the child was not injured. This incident was discussed with staff and children with safety a focus.	No Further Action	21/07/2015	06/08/2015	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00046443
Incident Status	Closed
Lodged Date	27/08/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	26/08/2015
Owner	Naomi Mitchell
Category	Serious Incident
Type	Attendance of emergency services at premises was sought, or ought to have been sought
Priority	3-Low
Closed Date	02/10/2015
Recommendation Details	
Recommended By	Naomi Mitchell
Recommendation Date	31/08/2015
Recommended Action	
Approval Details	
Incident Outcome	No Further Action
Approved By	Peta Tierney
Approval Date	03/09/2015
Approval Notes	
Confidential Details	
	SHH-00127177
Incident Details	The student educator has a pre-existing medical condition, which sometimes causes her to have sharp pains in her stomach, feeling faint, shivers and laboured breathing. At 11:37am the student started to experience these conditions. The ambulance was contacted and arrived at 12:01pm. The student was transported to the local hospital for further treatment.
Child's Name	s.47(F) - Personal Privacy
Child's Gender	Female

Incident Witness s.47(F) - Perso

Steps Taken to Notify Parents -

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
------------------	-----------------------	-----------------------	------------	-------------	--------	----------

Incident Summary Report

Incident	
Incident ID	INC-00048294
Incident Status	Closed
Lodged Date	01/10/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	30/09/2015
Owner	Amanda Tatam
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	3-Low
Closed Date	02/10/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Amanda Tatam
Approval Date	02/10/2015
Approval Notes	
Confidential Details	
	SHH-00134684
Incident Details	3.37pm at s.47(F) - Personal Privacy was proceeding to climb up the wooden beam. She lost her footing causing her to fall down hitting her front tooth on the way down. This caused the tooth to chip. Upon inspect the front left tooth was chipped but not loose. s.47(F) went to the dentist and they plan to file the tooth as it is sharp.
Child's Name	s.47(F) - Personal
Child's Gender	Female

Child's Date of Birth	s.47(F) - Personal Privacy
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	Mother was contacted by phone at 3.45pm

Notes **Total: 0**

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations **Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00026427	3.37pm at Star of the s.47(F) - Perso s.47(F) - Personal Privacy s.47(F) was proceeding to climb up the wooden beam. She lost her footing causing her to fall down hitting her front tooth on the way down. This caused the tooth to chip. Upon inspect the front left tooth was chipped but not loose. s.47(F) went to the dentist and they plan to file the tooth as it is sharp.	No Further Action	02/10/2015	22/10/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00048519
Incident Status	Closed
Lodged Date	08/10/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	01/10/2015
Owner	Amanda Tatam
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	3-Low
Closed Date	08/10/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Amanda Tatam
Approval Date	08/10/2015
Approval Notes	
Confidential Details	
	SHH-00135225
Incident Details	<p>At approximately 1.45pm on 1/10/15 s.47 was on his back, facing up and sliding on the floor pushing himself with his feet. He then slid himself into the metal pole of the grandstand. The metal pole he hit his head on was not sharp but s.47 bumped an existing cluster on the top of his head which began to bleed. s.47 was given a sterile pad to hold on his head and was monitored for concussion with the educators checking his pupils 3 times over 20 minutes. At the time of the injury s.47(F) - Person indicated that she was going to the hospital to visit someone and would take s.47 to get checked over. On following up with s.47(F) - on 2/10/15 it was indicated that she did not take s.47 to the hospital as he went home, went swimming and was fine.</p>

Child's Name	s.47(F) - Pe
Child's Gender	Male
Child's Date of Birth	s.47(F) - Personal P
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	
Steps Taken to Notify Parents	The parent/carer was contacted by phone at 1.55pm 1/10/15 after first aid was applied.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00026534	<p>At approximately 1.45pm on 1/10/15 s.47 was on his back, facing up and sliding on the floor pushing himself with his feet. He then slid himself into the metal pole of the grandstand. The metal pole he hit his head on was not sharp but s.47 bumped an existing cluster on the top of his head which began to bleed. s.47 was given a sterile pad to hold on his head and was monitored for concussion with the educators checking his pupils 3 times over 20 minutes. At the time of the injury s.47(F) - Person indicated that she was going to the hospital to visit someone and would take s.47 to get checked over. On following up with s.47(F) - F on 2/10/15 it was indicated that she did not take s.47 to the hospital as he went home, went swimming and was fine.</p>	No Further Action	08/10/2015	26/10/2015	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00050904
Incident Status	Closed
Lodged Date	24/11/2015
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	24/11/2015
Owner	Karina Robino
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	2-Medium
Closed Date	26/11/2015
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Karina Robino
Approval Date	26/11/2015
Approval Notes	
Confidential Details	
	SHH-00141258
Incident Details	Educator arrived at the service with a doctors certificate for day off but had needle marks on both her arms has been given formal warning prior for taking illegal drugs in her own time. Service educators concerned for the safety and wellbeing of the children at the service and her own as when she arrived to drop of certificate seemed her behaviour was very unusual

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00027668	Educator using illegal drugs at home then came to work	No Further Action	26/11/2015	26/11/2015	Closed	2-Medium

Incident Summary Report

Incident		
Incident ID	INC-00051877	
Incident Status	Closed	
Lodged Date	11/12/2015	
Service ID	s.47(F) - Personal Privacy	
General		
Incident Date	11/12/2015	
Owner	Mark Jeffery	
Category	Non-Serious Incident	
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
Priority	2-Medium	
Closed Date	11/12/2015	
Recommendation Details		
Recommended By		
Recommendation Date		
Recommended Action		
Approval Details		
Incident Outcome	Investigation Created	
Approved By		
Approval Date		
Approval Notes		
Confidential Details		
	SHH-00143772	
Incident Details	On the 11.12.15 a parent notified the service leader about a car parked across the road acting suspiciously, with the occupant holding a syringe. At 7.10 am the service was put in lockdown and 000 called and police notified. However the car left the scene. Lockdown was over and everyone was safe.	
Notes		
Total: 0		
Date Created	Subject	Note Text

Investigations**Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00028111	Lockdown	No Further Action	11/12/2015	15/12/2015	Closed	2-Medium

Incident Summary Report

Incident		
Incident ID	INC-00053628	
Incident Status	Closed	
Lodged Date	05/02/2016	
Service ID	s.47(F) - Personal Privacy	
General		
Incident Date	05/02/2016	
Owner	Kim Borg	
Category	Non-Serious Incident	
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
Priority	3-Low	
Closed Date	08/02/2016	
Recommendation Details		
Recommended By		
Recommendation Date		
Recommended Action		
Approval Details		
Incident Outcome	Investigation Created	
Approved By	Kim Borg	
Approval Date	08/02/2016	
Approval Notes		
Confidential Details		
	SHH-00150266	
Incident Details	A used syringe was found under a tree in the carpark by a parent arriving at the service. They notified staff immediately and the syringe was collected with gloves and disposed of in the appropriate sharps container.	
Notes		
Date Created	Subject	Note Text
		Total: 0

Investigations**Total: 1**

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00029420	A used syringe was found under a tree in the carpark by a parent arriving at the service. They notified staff immediately and the syringe was collected with gloves and disposed of in the appropriate sharps container.	No Further Action	08/02/2016	09/02/2016	Closed	3-Low

Incident Summary Report

Incident	
Incident ID	INC-00055202
Incident Status	Closed
Lodged Date	08/03/2016
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	04/03/2016
Owner	Kiera Weise
Category	Serious Incident
Type	Injury, trauma or illness where medical attention was, or ought to have been sought
Priority	2-Medium
Closed Date	08/03/2016
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	
Approval Date	
Approval Notes	
Confidential Details	
	SHH-00155071
Incident Details	s.47(F) was playing with his brother in the Dirt Pit. The children had a disagreement and s.47(F) brother hit s.47(F) in the face with a piece of plastic piping. The incident occurred at 4pm Friday 4th March 2016. s.47(F) had a cut (2cm in length) to the skin above his top lip. Pressure applied to wound to stop the bleeding & icepack applied to reduce swelling. Once bleeding stopped, steri-strips were applied and a bandaid over steri-strips to stop movement. Note: the piping was checked and was 'in-tact' and had no sharp edges.
Child's Name	s.47(F) - Person

Child's Gender	Male
Child's Date of Birth	s.47(F) - Personal Priv
Name of Parent(s)	
Phone Number of Parent(s)	
Incident Witness	(certificate 3 Children's services - qualified)
	Other educators present: s.47(F) - Personal Priv (qualified kindergarten teacher) & s.47(F) - Personal (Diploma qualified)
	s.47(F) - Personal and s.47(F) - Personal Priv conducted first aid
Steps Taken to Notify Parents	s.47(F) - Personal contacted s.47(F) (mother) at 4:10pm. s.47(F) was on the northside of Brisbane and did not arrive at the centre until 5:10pm to collect s.47(F). s.47(F) - recommended that s.47(F) be seen by a doctor. s.47(F) took s.47(F) to "s.47(F) - Personal Medical Centre" s.47(F) on Saturday and was seen to by a GP (5th March) - no treatment was required. Child returned to care 7th March 2016

Notes		Total: 0
Date Created	Subject	Note Text

Investigations						Total: 1
Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00030448	Child hit in face with plastic piping causing cut above lip s.47(F) - s.47(F) - Pers	No Further Action	08/03/2016	10/03/2016	Closed	2-Medium

Incident Summary Report

Incident	
Incident ID	INC-00055636
Incident Status	Closed
Lodged Date	16/03/2016
Service ID	s.47(F) - Personal Privacy
General	
Incident Date	15/03/2016
Owner	Patricia Robertson
Category	Non-Serious Incident
Type	A circumstance that poses a significant risk to health, safety or wellbeing of a child
Priority	2-Medium
Closed Date	18/03/2016
Recommendation Details	
Recommended By	
Recommendation Date	
Recommended Action	
Approval Details	
Incident Outcome	Investigation Created
Approved By	Sally Thiessen
Approval Date	18/03/2016
Approval Notes	
Confidential Details	
	SHH-00156353
Incident Details	A parent notified us of a syringe lying in the garden near the exterior fence. At the time of notification, all children had been collected from the service. The syringe was removed and disposed of in the yellow needle bin. All staff were notified and made aware of the location. The needle was not present when yard checks were completed in the morning prior to the children playing in the yard. We will review our check processes with staff.

Notes

Total: 0

Date Created	Subject	Note Text
--------------	---------	-----------

Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00030865			18/03/2016		In Progress	2-Medium