

Notification of a Critical Incident

(Completed by Executive Officer in consultation with Principal or delegate)

Incident #	IN13 025	
Status of Incident (Critical/Non-Critical)	Critical Incident: File ref: 2013/01419	
Type of incident (violence, fire/smoke, etc)	Other	If other provide further details: Allegation of verbal threat of sexual assault. (Student to student)
Network	[REDACTED]	
School	[REDACTED]	
Date of incident	Possibly occurred during week [REDACTED]	
Time of Incident	Unknown	
Principal	[REDACTED]	
Reporting Officer's name & position	[REDACTED]	
What occurred? (Dot point order of events succinctly)	[REDACTED]	
Any injuries?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Details:
Police involvement?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	[REDACTED]

Other emergency services? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <small>If yes, which service?</small>	Details:
Has counselling been organised Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> /provided?	Details: [REDACTED]
Parents contacted? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	[REDACTED]
Schools Network Leader Date cleared Method of clearance:	[REDACTED]
Date to SPA and ETD Media & Communications	
<small>Senior Policy Advisor to complete</small>	[REDACTED]
Deputy Director-General clearance (signature) Date cleared	
Incident Status Confirmed Yes <input type="checkbox"/> No <input type="checkbox"/>	
Further Distribution to:	
For critical incidents only - date sent to Minister's Office	

Notification of a Non Critical Incident

(Completed by Executive Officer in consultation with Principal or delegate)

Incident #	IN13 054	
Status of incident (Critical/Non-Critical)	Non-Critical Incident- File ref: 2013/01420	
Type of incident (violence, fire/smoke, etc)	Choose type of Incident:	If other provide further details: Alleged sexual assault
Network	[Redacted]	
School	[Redacted]	
Date of incident	Date unknown	
Time of Incident	[Redacted]	
Principal	[Redacted]	
Reporting Officer's name & position	[Redacted]	
What occurred? (Dot point order of events succinctly)	[Redacted]	

Any injuries?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Details:
Police involvement?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Details: [Redacted]
Other emergency services? <small>If yes, which service?</small>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Details:
Has counselling been organised /provided?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Details: The principal is to organise counselling for the student.
Parents contacted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Details: The principal called the student's parents to follow up the incident.
Schools Network Leader Date cleared Method of clearance:	[Redacted]	
Date to SPA and ETD Media & Communications		
Senior Policy Advisor to complete		
Deputy Director-General clearance (signature)		
Date cleared		
Incident Status Confirmed	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Further Distribution to:		