



Bethanga Primary School
Child Safe Incident Report Form

All incident reports must be stored securely

Incident reporter wishes to remain anonymous?

(Mark with an 'X' as applicable)

Yes No

Incident details

Date of incident:	
Time of incident:	
Location of incident:	
Name(s) of child/children involved:	
Name(s) of staff/volunteer involved:	

If you believe a child is at immediate risk of abuse phone 000.

Does the child identify as Aboriginal or Torres Strait Islander?

(Mark with an 'X' as applicable)

No Yes, Aboriginal Yes, Torres Strait Islander

Please categorise the incident

Physical violence	<input type="checkbox"/>
Sexual offence	<input type="checkbox"/>
Serious emotional or psychological abuse	<input type="checkbox"/>
Serious neglect	<input type="checkbox"/>

Parent/carer/child use

Date of incident:	
Time of incident:	
Location of incident:	
Name(s) of child/children involved:	
Name(s) of staff/volunteer involved:	

PROTECT

Everyone has the right to be safe and be protected from abuse. No one should behave in a way that makes you feel unsafe or afraid, including anyone in your family, anyone at school or anywhere else in the community. Tell a teacher or any adult at your school if you feel unsafe.



It's everyone's responsibility. Adults at school must listen and respond to concerns about child abuse. If you suspect abuse of any child or young person, you have a responsibility to report it, even if you are not sure.

Further information & resources www.education.vic.gov.au/protect

Please describe the incident

When did it take place?	
Who was involved?	
What did you see?	
Other information	

Office use:

Date incident report received:	
Staff member managing incident:	
Follow-up date:	
Incident ref. number:	

Has the incident been reported?

Reported to:	Yes/No	Date of Report & any relevant details
Child protection		
Police		
Another third party (please specify):		