

## 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(F) 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 Privacy

**Child's Gender** Male

<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Emergency Services Details</b>	s.47(F) - Personal Privacy
<b>Steps Taken to Notify Parents</b>	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
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#### 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

<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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 Privacy

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

## Notes

Total: 0

Date Created	Subject	Note Text
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## Investigations

Total: 0

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

**SHH-00041680**  
**Incident Details** 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

<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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

**SHH-00041880**

**Incident Details** 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.

<b>Child's Name</b>	s.47(F) - Pe
<b>Child's Gender</b>	Male
<b>Child's Date of Birth</b>	s.47(F) - Personal I
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Emergency Services Details</b>	N/A
<b>Steps Taken to Notify Parents</b>	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
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Investigations

Total: 0

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

<b>Name of Parent(s)</b>	s.47(F) - Personal Privacy
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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-40000823

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) - Person

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
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## 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

<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Emergency Services Details</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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) -

<b>Child's Name</b>	s.47(F) - Personal
<b>Child's Gender</b>	Female
<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	s.47(F) - Personal Privacy
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Emergency Services Details</b>	Ambulance from Balmoral dispatch arrived and took s.47(F) to Mater Children's Emergencies.
<b>Steps Taken to Notify Parents</b>	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
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## 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

<b>Child's Date of Birth</b>	6/07/2004
<b>Name of Parent(s)</b>	s.47(F) - Personal Priv
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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 cut Child s.4 with the blade of a pencil sharpener. Child s.4 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
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## Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00011460	Child <span>s.4</span> cut Child <span>s.4</span> with the blade of a pencil sharpener. Child <span>s.</span> was subsequently suspended for 2 weeks following a management meeting and in line with the Exclusions for Behavioural Reasons Policy. Child <span>s.47</span> 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 <span>s.47</span> 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) - and two other girls were playing with a soccer ball on the grass area outside the cabins. s.47(F) - Pe 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(F) - ran over to her. He then asked s.47(F) - Pers 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) - Persona 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

<b>Child's Gender</b>	s.47(F) - Personal P
<b>Child's Date of Birth</b>	
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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#### 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



## 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
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Investigations

Total: 0

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

<b>Incident</b>	
<b>Incident ID</b>	INC-00035913
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	20/01/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	14/01/2015
<b>Owner</b>	Kylie Kaloudrau
<b>Category</b>	Serious Incident
<b>Type</b>	Attendance of emergency services at premises was sought, or ought to have been sought
<b>Priority</b>	2-Medium
<b>Closed Date</b>	22/01/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	Kylie Kaloudrau
<b>Recommendation Date</b>	22/01/2015
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Kylie Kaloudrau
<b>Approval Date</b>	22/01/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00098621
<b>Incident Details</b>	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.
<b>Child's Name</b>	s.47(F) - Persona
<b>Child's Gender</b>	Female
<b>Child's Date of Birth</b>	s.47(F) - Persona

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

**Notes**

**Total: 0**

Date Created	Subject	Note Text
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**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

<b>Incident</b>	
<b>Incident ID</b>	INC-00036457
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	05/02/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	04/02/2015
<b>Owner</b>	Laura Wilmer
<b>Category</b>	Serious Incident
<b>Type</b>	Attendance of emergency services at premises was sought, or ought to have been sought
<b>Priority</b>	
<b>Closed Date</b>	05/02/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Laura Wilmer
<b>Approval Date</b>	05/02/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00100360
<b>Incident Details</b>	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.
<b>Child's Name</b>	s.47(F) - Person
<b>Child's Gender</b>	Female

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

**Notes**

**Total: 0**

Date Created	Subject	Note Text
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**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

<b>Incident</b>	
<b>Incident ID</b>	INC-00036459
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	05/02/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	02/02/2015
<b>Owner</b>	Deborah Irwin
<b>Category</b>	Serious Incident
<b>Type</b>	Attendance of emergency services at premises was sought, or ought to have been sought
<b>Priority</b>	2-Medium
<b>Closed Date</b>	06/02/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Leanne McBean
<b>Approval Date</b>	06/02/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00100362
<b>Incident Details</b>	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.
<b>Child's Name</b>	NA
<b>Child's Gender</b>	Male



<b>Child's Date of Birth</b>	4/02/2015
<b>Name of Parent(s)</b>	NA
<b>Phone Number of Parent(s)</b>	000000
<b>Incident Witness</b>	NA
<b>Steps Taken to Notify Parents</b>	NA

**Notes**

**Total: 0**

Date Created	Subject	Note Text
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**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

<b>Incident</b>	
<b>Incident ID</b>	INC-00038916
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	24/03/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	23/03/2015
<b>Owner</b>	Leanne McBean
<b>Category</b>	Non-Serious Incident
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child
<b>Priority</b>	
<b>Closed Date</b>	02/04/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	
<b>Approval Date</b>	02/04/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
SHH-00106533	
<b>Incident Details</b>	s.47(F) - Per Centre Support Office was notified of an incident involving s.47(F) - Person (DOB s.47(F) - Pers, parent s.47(F) - Personal, contact number: s.47(F) - Pers). 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
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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) - Personal Privacy

**Child's Gender** Male

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

**Name of Parent(s)**

<b>Phone Number of Parent(s)</b>	s.47(F) - Personal
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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#### 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

<b>Incident</b>	
<b>Incident ID</b>	INC-00040960
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	04/05/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	01/05/2015
<b>Owner</b>	Clarissa Dirie
<b>Category</b>	Non-Serious Incident
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child
<b>Priority</b>	3-Low
<b>Closed Date</b>	06/05/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Catherine Smith
<b>Approval Date</b>	06/05/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00112308
<b>Incident Details</b>	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
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# 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** 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. 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.

<b>Child's Name</b>	s.47(F) - Personal Priv
<b>Child's Gender</b>	Male
<b>Child's Date of Birth</b>	s.47(F) - Personal Priv
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## 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

<b>Incident</b>	
<b>Incident ID</b>	INC-00041700
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	19/05/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	18/05/2015
<b>Owner</b>	Clarissa Dirie
<b>Category</b>	Non-Serious Incident
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child
<b>Priority</b>	2-Medium
<b>Closed Date</b>	20/05/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Catherine Smith
<b>Approval Date</b>	20/05/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
<b>Incident Details</b>	<p>SHH-00114430</p> <p>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.</p>

**Notes****Total: 0****Date Created****Subject****Note Text****Investigations****Total: 1**

<b>Investigation ID</b>	<b>Investigation Summary</b>	<b>Investigation Outcome</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>Status</b>	<b>Priority</b>
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) - Personal (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 is 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) - Personal 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 Private

Child's Gender Male

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

## Incident Summary Report

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

<b>Incident Details</b>	<p>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.</p> <p>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.</p>
<b>Child's Name</b>	s.47(F) - Personal Privacy
<b>Child's Gender</b>	Female
<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	s.47(F) - Personal Privacy
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## Incident Summary Report

<b>Incident</b>		
<b>Incident ID</b>	INC-00044516	
<b>Incident Status</b>	Closed	
<b>Lodged Date</b>	20/07/2015	
<b>Service ID</b>	s.47(F) - Personal Privacy	
<b>General</b>		
<b>Incident Date</b>	30/06/2015	
<b>Owner</b>	Department of Education and Training (QLD)	
<b>Category</b>	Non-Serious Incident	
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
<b>Priority</b>	2-Medium	
<b>Closed Date</b>	21/07/2015	
<b>Recommendation Details</b>		
<b>Recommended By</b>	Annwen Lumkes	
<b>Recommendation Date</b>	21/07/2015	
<b>Recommended Action</b>		
<b>Approval Details</b>		
<b>Incident Outcome</b>	No Further Action	
<b>Approved By</b>	Annwen Lumkes	
<b>Approval Date</b>	21/07/2015	
<b>Approval Notes</b>		
<b>Confidential Details</b>		
	SHH-00122113	
<b>Incident Details</b>	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	
<b>Notes</b>		
<b>Date Created</b>	<b>Subject</b>	<b>Note Text</b>
		<b>Total: 0</b>

Investigations

Total: 0

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
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# Incident Summary Report

<b>Incident</b>		
<b>Incident ID</b>	INC-00044581	
<b>Incident Status</b>	Closed	
<b>Lodged Date</b>	21/07/2015	
<b>Service ID</b>	s.47(F) - Personal Privacy	
<b>General</b>		
<b>Incident Date</b>	30/06/2015	
<b>Owner</b>	Annwen Lumkes	
<b>Category</b>	Non-Serious Incident	
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
<b>Priority</b>	2-Medium	
<b>Closed Date</b>	21/07/2015	
<b>Recommendation Details</b>		
<b>Recommended By</b>	Annwen Lumkes	
<b>Recommendation Date</b>	21/07/2015	
<b>Recommended Action</b>		
<b>Approval Details</b>		
<b>Incident Outcome</b>	Investigation Created	
<b>Approved By</b>	Annwen Lumkes	
<b>Approval Date</b>	21/07/2015	
<b>Approval Notes</b>		
<b>Confidential Details</b>		
	SHH-00122231	
<b>Incident Details</b>	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
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**Investigations****Total: 1**

<b>Investigation ID</b>	<b>Investigation Summary</b>	<b>Investigation Outcome</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>Status</b>	<b>Priority</b>
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

<b>Incident</b>	
<b>Incident ID</b>	INC-00046443
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	27/08/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	26/08/2015
<b>Owner</b>	Naomi Mitchell
<b>Category</b>	Serious Incident
<b>Type</b>	Attendance of emergency services at premises was sought, or ought to have been sought
<b>Priority</b>	3-Low
<b>Closed Date</b>	02/10/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	Naomi Mitchell
<b>Recommendation Date</b>	31/08/2015
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	No Further Action
<b>Approved By</b>	Peta Tierney
<b>Approval Date</b>	03/09/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00127177
<b>Incident Details</b>	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.
<b>Child's Name</b>	s.47(F) - Personal Privacy
<b>Child's Gender</b>	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



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

## Notes

Total: 0

Date Created	Subject	Note Text
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## Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00026427	<p>3.37pm at Star of the s.47(F) - Personal Privacy</p> <p>s.47(F) - Personal Privacy</p> <p>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.</p>	No Further Action	02/10/2015	22/10/2015	Closed	3-Low

## Incident Summary Report

<b>Incident</b>	
<b>Incident ID</b>	INC-00048519
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	08/10/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	01/10/2015
<b>Owner</b>	Amanda Tatam
<b>Category</b>	Serious Incident
<b>Type</b>	Injury, trauma or illness where medical attention was, or ought to have been sought
<b>Priority</b>	3-Low
<b>Closed Date</b>	08/10/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Amanda Tatam
<b>Approval Date</b>	08/10/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00135225
<b>Incident Details</b>	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.

<b>Child's Name</b>	s.47(F) - Pe
<b>Child's Gender</b>	Male
<b>Child's Date of Birth</b>	s.47(F) - Personal P
<b>Name of Parent(s)</b>	
<b>Phone Number of Parent(s)</b>	
<b>Incident Witness</b>	
<b>Steps Taken to Notify Parents</b>	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
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## Investigations

Total: 1

Investigation ID	Investigation Summary	Investigation Outcome	Start Date	Finish Date	Status	Priority
ING-00026534	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) - P 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.	No Further Action	08/10/2015	26/10/2015	Closed	3-Low

# Incident Summary Report

<b>Incident</b>	
<b>Incident ID</b>	INC-00050904
<b>Incident Status</b>	Closed
<b>Lodged Date</b>	24/11/2015
<b>Service ID</b>	s.47(F) - Personal Privacy
<b>General</b>	
<b>Incident Date</b>	24/11/2015
<b>Owner</b>	Karina Robino
<b>Category</b>	Non-Serious Incident
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child
<b>Priority</b>	2-Medium
<b>Closed Date</b>	26/11/2015
<b>Recommendation Details</b>	
<b>Recommended By</b>	
<b>Recommendation Date</b>	
<b>Recommended Action</b>	
<b>Approval Details</b>	
<b>Incident Outcome</b>	Investigation Created
<b>Approved By</b>	Karina Robino
<b>Approval Date</b>	26/11/2015
<b>Approval Notes</b>	
<b>Confidential Details</b>	
	SHH-00141258
<b>Incident Details</b>	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
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# 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

<b>Incident</b>		
<b>Incident ID</b>	INC-00051877	
<b>Incident Status</b>	Closed	
<b>Lodged Date</b>	11/12/2015	
<b>Service ID</b>	s.47(F) - Personal Privacy	
<b>General</b>		
<b>Incident Date</b>	11/12/2015	
<b>Owner</b>	Mark Jeffery	
<b>Category</b>	Non-Serious Incident	
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
<b>Priority</b>	2-Medium	
<b>Closed Date</b>	11/12/2015	
<b>Recommendation Details</b>		
<b>Recommended By</b>		
<b>Recommendation Date</b>		
<b>Recommended Action</b>		
<b>Approval Details</b>		
<b>Incident Outcome</b>	Investigation Created	
<b>Approved By</b>		
<b>Approval Date</b>		
<b>Approval Notes</b>		
<b>Confidential Details</b>		
<b>Incident Details</b>	SHH-00143772 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
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**Investigations****Total: 1**

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

# Incident Summary Report

<b>Incident</b>		
<b>Incident ID</b>	INC-00053628	
<b>Incident Status</b>	Closed	
<b>Lodged Date</b>	05/02/2016	
<b>Service ID</b>	s.47(F) - Personal Privacy	
<b>General</b>		
<b>Incident Date</b>	05/02/2016	
<b>Owner</b>	Kim Borg	
<b>Category</b>	Non-Serious Incident	
<b>Type</b>	A circumstance that poses a significant risk to health, safety or wellbeing of a child	
<b>Priority</b>	3-Low	
<b>Closed Date</b>	08/02/2016	
<b>Recommendation Details</b>		
<b>Recommended By</b>		
<b>Recommendation Date</b>		
<b>Recommended Action</b>		
<b>Approval Details</b>		
<b>Incident Outcome</b>	Investigation Created	
<b>Approved By</b>	Kim Borg	
<b>Approval Date</b>	08/02/2016	
<b>Approval Notes</b>		
<b>Confidential Details</b>		
<b>Incident Details</b>	SHH-00150266 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.	
<b>Notes</b>		
<b>Date Created</b>	<b>Subject</b>	<b>Note Text</b>

Total: 0

**Investigations****Total: 1**

<b>Investigation ID</b>	<b>Investigation Summary</b>	<b>Investigation Outcome</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>Status</b>	<b>Priority</b>
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



<b>Child's Gender</b>	Male
<b>Child's Date of Birth</b>	s.47(F) - Personal Privacy
<b>Name of Parent(s)</b>	s.47(F) - Personal Privacy
<b>Phone Number of Parent(s)</b>	s.47(F) - Personal Privacy
<b>Incident Witness</b>	(certificate 3 Children's services - qualified)
	Other educators present: s.47(F) - Personal Privacy (qualified kindergarten teacher) & s.47(F) - Personal Privacy (Diploma qualified)
	s.47(F) - Personal Privacy and s.47(F) - Personal Privacy conducted first aid
<b>Steps Taken to Notify Parents</b>	s.47(F) - Personal Privacy 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 Privacy 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
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## 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) - Personal Privacy	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
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## Investigations

**Total: 1**

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