

MEETING 17 OCT
 - HM
 - TESS
 - B/H MST

(APPENDIX E)

CRITICAL INCIDENT CHECKLIST

DR TAPLIN
 CO-ORD
 CHILD HOSP. RANDNICK

- IMMEDIATE TASKS**
- Find out the facts
 - Refer to School's Critical Incident Plan. Establish specific plan.
 - Inform next of kin if necessary.
 - Inform all Staff. Inform all Students.
 - Set-up a recovery room in the School.
 - Liaise with the media.

- SHORT TERM TASKS (2 OR 3 DAYS)**
- Restore the School to regular routine.
 - Encourage teachers to allow students opportunities in class to talk about the incident and about their reaction. Provide debriefing and counselling for students.
 - Keep parents informed. Letter to be sent home.
 - Be alert for students (or teachers) showing persisting extreme reactions.
 - Debrief staff. Monitor the welfare of those in caregiver roles.
 - Liaise with the media.

- TASKS TO ADDRESS DURING FIRST MONTH**
- Private counselling for students.
 - Provide opportunities, where a death has occurred, for those affected to be involved in a public expression of farewell. In other circumstances provide appropriate closure.
 - Monitor the progress of any hospitalised students or staff and ensure they have counselling support. Remain in contact with families.
 - Inform all Staff. Inform all Students.
 - Be alert for significant and persistent changes in the behaviour of those affected by the incident. Media reports may cause additional stress.
 - In the case of a serious incident where a number of students are directly involved, call a meeting of parents of those students involved after three or four weeks.

- LONG TERM ISSUES**
- Continue to monitor the emotional and physical welfare of both staff and students.
 - Be alert for the potentially disturbing influences of inquests and legal proceedings and of special occasions such as Christmas, the birthdays of those killed and the anniversaries of the incident.

CHILD 016 - Sex. Assaulted - Unsuspect
 - at least 5 cases of incident aggravated
 - 4 ANDS - 2 TO BE CONTESTED FRIDAY
 • J.I.T. ACTION
 • ONGOING
 • TGS COUNSELLING TEAM PAUL N - PERPETRATORS KATE - VICTIMS
 • HM ASSEMBLIES / MEETING
 N/A
 • HM

Sex assault - see instructions - body
 - friction of anus - abom
 Indecent assault
 - touching / simulated sex
 REDACTED REDACTED
 CLB
 CLA
 DFB
 DFA '816
 -2006
 DFC 77
 cleaner with
 points at home.

• UNDERWAY - HSL
 HM SPOKE PRIOR CHAPEL
 - B/HM - 3 SESSIONS 1 WITH POLICE
 • HM ON WEB PAGE
 • MONITORING -
 PLANING IN TRAIN
 ANTHONY McLELLAN - CONSULT

INTERIM REVIEW: B/H ROUTINE
 - NO ACCESS TO DORM DURING CHANGE
 IN LESSONS / FREE PERIODS
 FULL REVIEW OF PROCEDURES
 FOR NEXT YR - AFTER MORE
 DETAILS

• VICTIMS - VIA DAVID TAPLIN - CO-ORD. CHILD HOSP. RANDNICK
 • PERPETRATORS - SCHOOL COUNSELLING + PRIVATE
 • Y12 BOARDERS WITH POLICE - THUR 19/10
 • MEETINGS WITH JNR/SNR BOARDERS - TESS + DR TAPLIN
 BEFORE SATURDAY
 • STAFF MTG - 3.30 - FRI.
 • PARENTS OF BOARDERS - SUN 22/10 - 7-9pm
 ③ COUNSELLORS - TESS
 ⑥ TELEPHONE
 STAGE I BOARDERS STAFF
 STAGE II REMAINDER STUDENTS
 ↳ Post TUES. MTG WITH
 TESS AND DR TAPLIN.
 OPTION • TRANSFORMITY JUSTICE PEOPLE - VIA AIS ROBIN YATES 9299 2845
 + DR DAVID MOORE
 + USED IND. SCLS / DEPT. T. EDW
 - based on work org. in NZ
 Main offenders
 Theory
 Research
 Practice.

• ONGOING