



Critical Incident Policy

Critical Incident means an event which involves the possibility of immediate or imminent threat, physical and/or emotional distress to staff, students, other workers or visitors to the College

Rationale

Cardijn College recognises the model of 'See, Judge, Act' in the process of dealing with critical incidents.

In order to fulfil its moral and legal obligation to provide a safe and caring learning environment for students, staff, volunteers and visitors, Cardijn College has adopted the following policy.

Policy Statement

Cardijn College:

- is committed to maintaining an environment which is physically and emotionally secure for all members of the Cardijn community
- recognises that effective planning, management and rehearsal are the keys to success in the event of a critical incident affecting the College.

Responsibilities

The School Board will:

- monitor and review the policy in accordance with the moral and legal obligations of the College
- allocate resources to implement the policy and to facilitate necessary training of staff.

The School Leadership will:

- ensure that all members of the Cardijn Community are informed of the Critical Incident procedures and that appropriate rehearsals are conducted on a regular basis
- ensure the staff with key roles are adequately trained and supported
- review procedures following any incident
- provide appropriate counselling and support for any staff or student affected by an incident.

The School Personnel will:

- ensure that they are familiar with, and act in accordance with, the Critical Incident policy and procedures
- ensure that any volunteers or visitors acting under their direction are aware of prescribed procedures
- in the event of an incident demonstrate models of behaviour which promote the physical and emotional wellbeing of students.

Date approved: June 2016

Date of next review: June 2018