

**Croydon Community School & OPTIONS**  
**Child Abuse Incident Reporting Form**



**RESPONDING TO AN EMERGENCY**

**Did the child require first aid?** Provide details if 'yes'.

**Who administered this? (name and title)**

**Did the child require further immediate medical assistance?**

**Current location and safety status: e.g. are all impacted students safe and not in any immediate danger?**

If a child is in immediate danger school staff should report immediately to Victoria Police on 000

**INFORMATION**

**PERSONAL DETAILS**

**Name:**

**Gender:**

**Year Level/Class:**

**Date of Birth:**

**Residential Address:**

**Parent/Carer Name/s:**

**Parent/Carer Contact:**

**Language(s) spoken by child:**

## PERSONAL DETAILS

**Disabilities, Mental or Physical Health Issues:**

## CHILD'S BACKGROUND

**Cultural status and religious background:**

*If the child is of aboriginal or torres strait islander background, government schools must contact their koorie engagement support officer, and catholic schools must contact the diocesan education office to arrange culturally appropriate support. if the child is an international student you must notify the international education division on (03) 9637 2990*

**Any known previous history of suspected abuse:**

(prior to this incident, disclosure or suspicion or involvement with agencies):

## FAMILY BACKGROUND

**Family composition (if known):**

*List parenting or care arrangements and sibling names and ages*

**Any other people living with the child (if known):**

**Disability, mental or physical health issues in family (if known):**

**Likely reaction to a report being made (if known):**

## DETAILS OF THE INCIDENT, DISCLOSURE OR SUSPICION

### GROUNDS FOR YOUR BELIEF THAT A CHILD HAS BEEN, OR IS AT RISK OF ABUSE

**Indicators or instances which led you to believe that a child/children are subject to child abuse, or at risk of abuse:**

*Detail any disclosures or incidents or suspicions (including names, times and dates documenting a child's exact words as far as possible). Include specific detail here on what led you to form a reasonable belief that a child has been, or is at risk of being abused.*

**Any physical indicators of abuse**

**Any behavioural indicators of abuse**

## FOUNDATIONS FOR YOUR BELIEF THAT A CHILD HAS BEEN, OR IS AT RISK OF ABUSE

Any patterns of behaviour or prior concerns leading up to an incident, disclosure or suspicion:

## DETAILS OF PERSONS ALLEGED TO HAVE COMMITTED THE ABUSE (IF KNOWN)

**Name:**

**Gender:**

**Date of Birth:**

**Relationship to child:**

Nothing if they are within the school or within the family and community (this will impact on who you report to)

**Address:**

**Contact Details:**