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Initial Investigation Risk Assessment

If the child has disclosed the problem then reassure the child

Notification to the Office of the Children's Guardian unless the matter is of a Class or Kind Notification to GSE (Form A)

Staff member notifies the Principal or the Principal's delegate

Is the notification an allegation against an employee?

YES

NO

Recommendation given to

Principal or delegate records notification and any evidence delegate records

Notification is made to Department of Communities and Justice helpline

Information is filed in secure student file

