

Overview of the informal and formal safeguarding process

The child safety officer (or other) becomes aware of the use/possible use of a restrictive practice

The child safety officer notifies the senior team leader, senior practitioner and CSSC manager



The CSSC manager links with the regional specialist services clinician

The CSSC manager and specialist services clinician lead a process of gathering information to inform next steps (informal safeguarding) process



The senior team leader and CSSC manager organises an internal consultation with relevant staff

The specialist services clinician, the regional practice leader, the Aboriginal and Torres Strait Islander practice leader and the principal specialist services clinician (if requested)



If a young person is over 16 years OR multiple restrictive practices are being used, including the use of prohibited practices

The CSSC manager and regional practice leader coordinate the consultation with from Legal Services



Following an internal case consultation (and legal consultation, if sought) a collaborative case consultation occurs

CSSC staff, the specialist services clinician and the child's safety and support network determine whether the child's behaviour can be managed without the use of prohibited or restrictive practice

A *Behaviour risk assessment* is completed as part of the collaborative consultation process



CSSC staff ensure the child has a positive behaviour support plan or one is being developed.

Where ongoing high risk behaviour presents known foreseeable risk, CSSC staff, the specialist services clinician and the child's safety and support network develop a plan to manage crisis situations.

A brief and checklist is prepared for the Director-General, with specialist services clinician support.



The Director-General is briefed

The CSSC manager progresses the Formal escalation - Director-General briefing note for information and checklist



Monitoring and review following noting by the Director-General

CSSC staff work with child's safety and support network to monitor and review implementation of positive strategies. Risk continues to be monitored for change and the monitoring and review process is incorporated into the child's case plan.

The CSSC manager notifies Investment and Partnerships that the service provider is working outside of policy as outlined in the Director-General brief and that this <u>does not</u> constitute a standards of care issue.