



Private TAFE College

CRITICAL INCIDENT POLICY

This policy applies to both students and staff of ETEA. In the event of a critical incident, ETEA recognises that appropriate infrastructure must be in place to ensure the provision of all necessary support services. ETEA will ensure that support mechanisms and procedures for managing critical incidents are in place, students and staff are advised of these and that they will be implemented as required.

Mechanisms and procedures will ensure an effective approach in responding to critical incidents as they occur; appropriate support and counselling services available to those affected, and appropriate training and information resources are provided to staff.

However, regardless of the existence and details of a site policy, ETEA must be kept informed of all actions and decisions taken in the management of the incident and nothing in the existing site policy diminishes ETEA's duty of care to staff and students.

ETEA must be informed of all events that can be defined as critical incidents where an ETEA staff member or student was involved, even those that have been effectively managed at a local level under the site Critical Incident policy. Where the incident has been effectively managed under the site Critical Incident policy, ETEA must be provided with all relevant information as in conjunction with the ETEA

Definition

A critical incident is defined as 'a traumatic event, or the threat of such (within or outside Australia), which causes extreme stress, fear or injury'. Critical incidents are not limited to, but could include:

- Missing students
- Severe verbal or psychological aggression
- Death, serious injury or any threat of these
- Natural disaster
- Issues such as domestic violence, sexual assault, and drug or alcohol abuse.

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