



Scripture Union

New South Wales

Ready, Set, Go.

**Emergency Response and
Mandatory Reporting**



Emergency Response

Emergency Contact Number 9638 9099

(This will divert to a mobile phone number, so you can call at any time)

If there is an emergency

1. Ensure the immediate safety of all present.
2. Call **000** if needed.
3. Call SU NSW Emergency Contact Number for support and assistance.

Reasons to call the ERT

- If there is a medical incident or emergency that requires more than first aid.
- If there is a missing person, evacuation, or potential evacuation.
- If you have cause to make a report to any government agency (DCJ/OCG/Police).
- If there is an incident that may give rise to media interest.
- If, for any other reason, you would like assistance, support or advice.

D DANGER
Ensure the area is safe for your self, others and the patient
↓

R RESPONSE
Check for response—ask name—squeeze shoulders
No response Response
Make comfortable
Monitor response

S SEND for help
Call triple zero (000) for an ambulance
or ask another person to make the call
↓

A AIRWAY
Open mouth—if foreign material present
Place in recovery position
Clear airway with fingers

B BREATHING
Check for breathing—look, listen, feel
Not normal breathing Normal breathing
Start CPR Place in recovery position
Monitor breathing

C CPR
Start CPR—30 chest compressions : 2 breaths
Continue CPR until help arrives
or patient recovers

Medical Emergencies

1. In a medical emergency, use DRSABC.
2. Records of actions and contacts.
3. An incident report should be completed whenever there was a need for medical treatment (including first aid).
4. If medical treatment beyond First Aid is required, please contact the ERT.

Site Emergencies

- In any site emergency, please follow the instructions of the relevant professionals on site.
- If evacuation is required, follow your evacuation plan and be sure to take (and document) regular headcounts, especially before dismissing anyone.
- In the event of a missing person, please call ERT on 9638 9099 for assistance.

Mandatory Reporting

WHO: If you are a person providing religion-based activities to children.

WHEN: Mandatory reporting is about protecting children from harm. Sometimes this might be continued or ongoing harm, but a disclosure of past abuse is not generally a matter for reporting to the Department of Communities and Justice.

WHAT: Risk of Significant Harm to a child aged under 16 may include:

- Neglect (basic physical or psychological needs not being met)
- Parents/caregivers unable or unwilling to arrange medical care and/or education
- Risk of physical abuse, sexual abuse or ill-treatment
- Domestic violence in the household
- Parent/caregiver behaving in a way that causes or risks serious psychological harm

You should call the hotline on [132 111](tel:132111) or report through the [ChildStory reporter website](#) (requires registration)

Reportable Conduct

As a 'religious body', Scripture Union NSW has a legal responsibility to report any allegation of reportable conduct by a Scripture Union worker. You should have covered this issue in more detail in your child protection training, this is just a reference list.

WHO: allegation or information that any SUNSW team member (staff or volunteer) has engaged in conduct that may be reportable conduct

WHERE: even if the alleged incident had nothing to do with a SUNSW activity

WHEN: at any time, whether during the current activity or in the past

WHAT: reportable conduct includes:

- a sexual offence (eg/grooming, sexual touching, making/having/sharing inappropriate images);
- sexual misconduct (any other sexualised behaviour or comments towards a child);
- ill-treatment of a child;
- neglect of a child;
- an assault against a child;
- an offence under s 43B (failure to protect) or s 316A (failure to report) of the Crimes Act; and
- behaviour that causes significant emotional or psychological harm to a child.

You should call the ERT on [9638 9099](tel:96389099)

Criminal Offences

Any disclosure of a serious criminal offence must be reported to the NSW police, even if it happened in the past.

Criminal offences may include threats, harassment, taking/having/sharing intimate images, any sexual activity with a person under 16 (or under 18 if the other person is a leader).

Please contact the Emergency Response Team for more information.

Potential Media Interest

Please do not make any comments to any media outlets, Scripture Union NSW will make comment through a spokesperson if necessary.

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