

**Diocese of Toowoomba
Catholic Education Board Policy
Critical Incident Management**



Rationale

The Diocese of Toowoomba is committed to creating and maintaining safe working and learning environments. However, the Diocese acknowledges that critical incidents may occur in any workplaces, that health and safety legislation requires all workplaces to be prepared for such incidents, and all employees must be supported to ensure they have the appropriate knowledge and understandings to manage these incidents.

Values

Critical incident management draws on and rebuilds community through compassion, respect, forgiveness, empathy, love, faith, courage, hope and justice.

Definition

Critical Incident: A critical incident is any event or circumstance that has a significant negative impact on the normal functioning of a worksite or school.

Policy Statement

The Diocese of Toowoomba Catholic Schools Office and Catholic schools are to have a current critical incident procedure that includes a decision making and response plan for critical incidents and training programs for all employees.

Consequences

- All schools and the Catholic Schools Office are to develop, monitor and review a critical incident procedure for their worksites.
- All schools and the Catholic Schools Office are to provide training opportunities for their employees focussed on the employee's role and responsibilities should a critical incident occur.
- All employees are to participate in contemporary critical incident management training.



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