



**ST DOMINIC'S
PRIORY COLLEGE**

EDUCATING GIRLS, INSPIRING CONFIDENCE

inspiring confidence

ST DOMINIC'S PRIORY COLLEGE

CRITICAL INCIDENT POLICY

LAST REVIEW DATE	NEXT REVIEW DATE
November 2024	2028
RESPONSIBLE OFFICER	College Principal

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We acknowledge St Dominic's Priory College is situated on Kaurna Land and we pay our respects to Elders past, present and future.



OUR MISSION

A Catholic College educating girls in the Dominican Tradition.

OUR VISION

Inspired by the Gospel of Jesus Christ, we are a girls' College committed to truth and compassion. In the spirit of St Dominic, we contemplate the possibilities and honour the sacred dignity of each person through word and action. We aspire to provide an innovative, rigorous and inclusive education that leads girls and young women to achieve excellence in their studies and confidence in their future.

OUR VALUES

As a Dominican community we value:

- A sense of the sacred; joyful, eucharistic and reflective.
- A love of learning through creative and critical thinking.
- Modelling a eucharistic community as the basis of transformation.
- Teaching the truth, by word and example.

Further information about the College's principles and objectives can be found within the [2021 – 2025 Strategic Plan](#).

GOVERNANCE

Dominican Education Australia (DEA) is the governing authority of St Dominic's Priory College, an independent Catholic School. A Board of Directors, established in 1987, governs the College which is incorporated under the *Corporations Act 2001 (Cwlth)*. The Trustees of DEA and the College Board of Directors assures our Catholicity, fidelity to the Dominican charism, formation of Board members, excellence in teaching and learning and financial stability.

For more information about DEA visit: <https://dominicaneducationaustralia.com/>

CHILD SAFE

We are a Child Safe employer and are committed to the welfare and protection of children and young people. The College is committed to upholding a diverse and inclusive learning environment, ensuring children and young people are valued and respected. In accordance with the National Catholic Safeguarding Standards, all employees are required to comply with the College's relevant policies and procedures.

To read the College's **Safeguarding Commitment Statement** in full, and access *College Policies, Procedures* and other resources, please [click here](#).

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1. PURPOSE AND SCOPE

This policy applies to all students, parents/caregivers, staff and volunteers working within or for St Dominic's Priory College.

2. RATIONALE

Critical Incidents usually occur with little or no warning. Such events can harm, or have the potential to harm, student learning and wellbeing, staff safety and wellbeing or community reactions. Against this background, this Policy sets out the substantial and coordinated response to a Critical Incident.

3. DEFINITIONS

3.1 **CRITICAL INCIDENT:** means an event which involves the possibility of immediate or imminent threat, physical and/or emotional distress to St Dominic's Priory College staff, students, other workers or visitors. Examples of critical incidents include, but are not limited to:

- 3.1.a major injury or death of a student, volunteer or member of staff;
- 3.1.b attempted suicide;
- 3.1.c abduction or assault;
- 3.1.d bomb threat, cyber-attach, fire and/or natural disaster (bushfire, earthquake, flood, etc);
- 3.1.e report of a major crime involving a member of the St Dominic's Priory College community;
- 3.1.f a significant attack (physical, cyber) on the reputation of St Dominic's Priory College.

4. POLICY STATEMENT

St Dominic's Priory College is committed to maintaining an environment which is physically and emotionally secure for all members of the community. St Dominic's Priory College recognises that effective planning, management and rehearsal are the keys to success in the event of a critical incident affecting the College.

5. ROLES AND RESPONSIBILITIES

- 5.1 Staff, students and parents/caregivers must ensure that they report any Critical Incident to the Principal as soon as practicable.
- 5.2 The management of a critical incident at St Dominic's Priory College will ensure the care and protection of students, staff, volunteers and visitors. It is prioritised and afforded the utmost importance in the management of any incidents at the College.
- 5.3 The Principal will convene a team to manage and respond to a Critical Incident, which may include professional support from agencies trained to deal with critical incidents.
- 5.4 In assessing a Critical Incident, the Principal and any other response team members must take into account both the reaction of the individual/s directly affected and the broader members of the school community.

5.5 Against the background set out above, a key element of the response to a Critical Incident is timely and effective communication, under the direction of the Principal, with the following groups.

- 5.5.a Board of Directors;
- 5.5.b Dominican Education Australia (DEA);
- 5.5.c Catholic Education Office and Archdiocese Church Office;
- 5.5.d parents/caregivers;
- 5.5.e staff;
- 5.5.f students;
- 5.5.g regulatory authorities; and
- 5.5.h others as needed.

Such communication will necessarily balance the community’s right to be informed against the right to privacy of people who are directly involved or affected by a Critical Incident

5.6 The Principal, in consultation with the Board Chair and DEA, will have regard to effective management of media enquiries to ensure the preservation of St Dominic’s Priory College’s reputation in the community.

5.7 The College will keep a record of the incident, and the College’s response to it. This may include written accounts or notes from staff, students, parents/caregivers, or other witnesses as the Principal considers necessary.

6. RELATED DOCUMENTATION

- St Dominic’s Priory College Critical Incident Procedure
- St Dominic’s Priory College Recovery Plan / Business Continuity Plan
- CSH&W Emergency and Management
- Crisis Communication Plan
- SACCS First Aid Policy
- Suicide Postvention Guidelines

7. REVISION RECORD

Document Title	Critical Incident Policy				
Document Type	Policy				
Document Date	November 2024				
Process Owner	College Principal	Helen Steele (hsteele@stdominic.sa.edu.au)			
Approval Authority	College Leadership Team				
Review Date	2024				
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History	Edition	Date	Description of change		
	1.0	2024	Drafted		