# St Catherine's Primary School School Community Safety Order Review Form

MELBOURNE ARCHDIOCESE CATHOLIC SCHOOLS

This form is to be completed by the subject of a School Community Safety Order (order) and/or relevant persons assisting the subject who wish to have a decision regarding an order reviewed.

This form must be received by the designated reviewer as soon as practicable after an order is issued.

It is important that you keep a copy of this form for your records.

| School Information | |
|---|---|
| School name: | |
| Principal: | |
| Authorised person | |

| Student Information | |
|---|---|
| Name: | |
| Date of birth: | |
| Gender: | |
| Year level: | |

| Subject Information | | | |
|---|---|---|---|
| Name: | | | |
| Address: | | | |
| Phone: | | Email: | |
| Support needs: | *Do you require any specific assistance to participate in a meeting?* | | |

Carer's/relevant person's Information

| | | | |
|---|---|---|---|
| Name: | | | |
| Date of birth: | | | |
| Phone: | | Email: | |

| Incident Information |
| --- |
| *Please provide brief details of the circumstances leading to the issuing of the order by the authorised person:* |

| Reason/s for Review |
| --- |
| There have not been sufficient interventions/strategies utilised prior to the decision to issue the order.<br>Yes/No |
| |
| The grounds on which the order was issued are unfair.<br>Yes/No |
| |
| Other extenuating circumstances.<br>Yes/No |
| |

Subject's signature: _____

Carer's / relevant persons' signature: _____

Date: _____

| | |
| --- | --- |
| **Responsible director** | Director of Learning and Regional Services |
| **Policy owner** | General Manager, Legal and Professional Standards |
| **Approving authority** | Director, Learning and Regional Services |
| **Approval date** | 14 September 2022 |
| **Date of next review** | September 2024 |