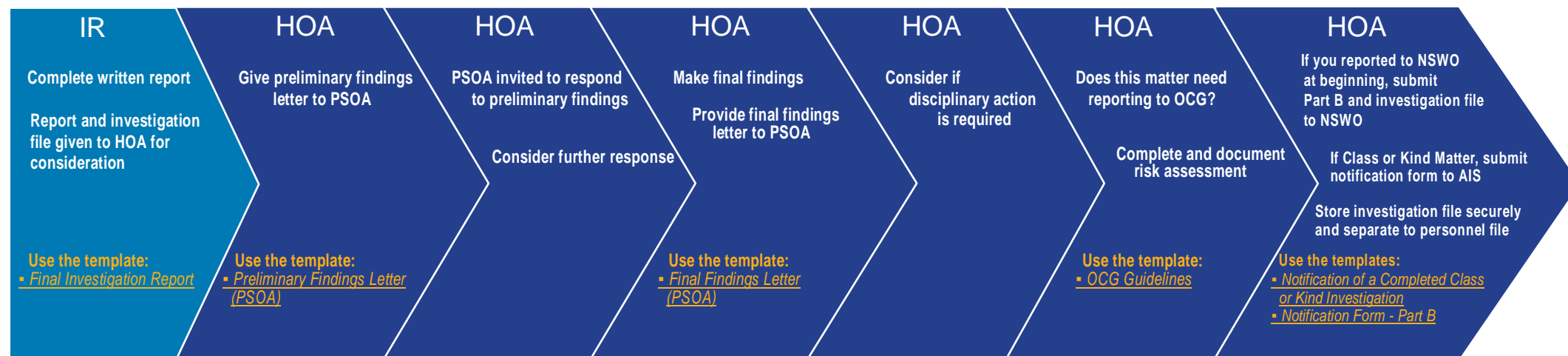
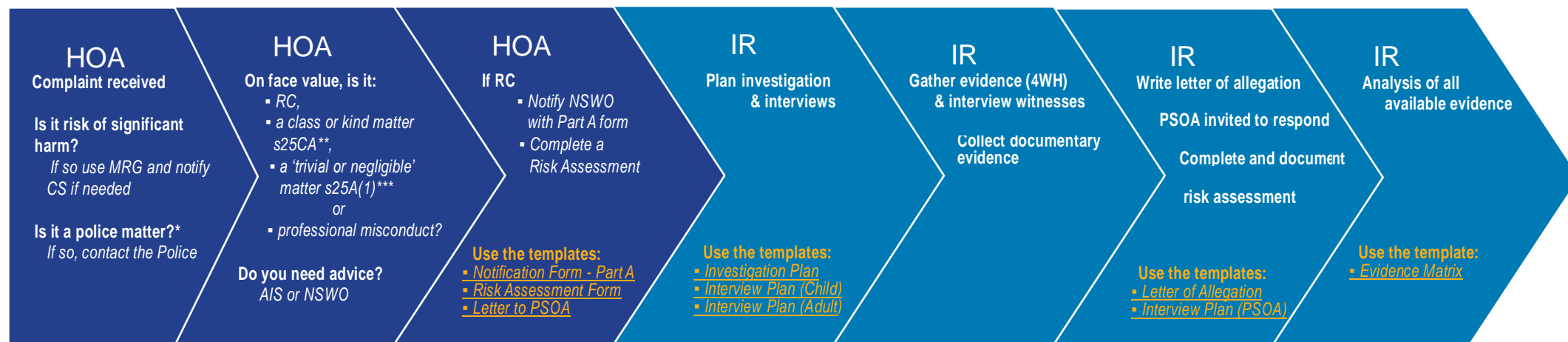


AN OVERVIEW OF THE INVESTIGATIVE PROCESS
APPENDIX 3 - AN OVERVIEW OF THE INVESTIGATIVE PROCESS

This flow chart is designed to give an overview of the investigative process and should be read in conjunction with the NSW Ombudsman *Child Protection in the Workplace* guidelines and the Office of the Children’s Guardian *Information for Employers* guidelines.



* If a matter is referred to either CS or Police (or both) you must seek clearance from these agencies before commencing the school’s investigation and liaise with the agencies.
 ** A school can only utilise the class or kind determination if the matter is investigated by an AISNSW accredited investigator and employed at the school.
 *** Allegations of trivial or negligible use of physical force are exempt from being reported to the Ombudsman. However, trivial or negligible allegations must be investigated and recorded by the agency.

HOA = Head of Agency **IR** = Investigator’s Role **PSOA** = Person subject to the allegation **NSWO** = NSW Ombudsman
CS = Community Services **RC** = Reportable Conduct **OCG** = Office of the Children’s Guardian **AIS** = Association of Independent Schools of NSW
4WH = Who, What, Where, When and How