



Incident Categories: Traffic light system

The traffic light system is a control for Alfordaus College staff and volunteers to categorise incidents, injuries or illnesses ('III') that occur with students and staff/volunteers.

To effectively categorise the 'III' please see the table below

Traffic Light Colour	Description	Examples from Incident Reports
Green Green 'III's are not sent to the Compliance Officer for review.	<ul style="list-style-type: none">• The 'III' is considered minor.• The 'III' was managed by the Centre Manager or Head Teacher with no extra assistance required.• The student, staff or volunteer did not experience a serious, violent or life threatening 'III'.• Medication may be administered.	<ul style="list-style-type: none">• Fell and scraped hand – small cut• Tripped and hit her head lightly• Fell off chair• Flu/cold like symptoms• Small scratch on face• Bruise on finger• Sore stomach• Soiled their pants and require changing• Vomiting• Headache
Amber Amber 'III's are sent to the Compliance Officer for review and may or may not require follow up from the Compliance Officer.	<ul style="list-style-type: none">• This 'III' is considered moderate.• The 'III' was managed by the Centre Manager or Head Teacher with no extra assistance required.• The student, staff member or volunteer did not experience a serious, violent or life threatening 'III'.• The student, staff member or volunteer did experience a serious 'III' with First Aid required.• Medication was administered.• Guardian has expressed concern over the 'III' and has requested follow up.	<ul style="list-style-type: none">• X presented with troubled breathing – ventolin was administered• X twisted Y's arm• Nose bleed• Guardian refused to pick up the student after being advised of 'III'• Guardian has indicated they do not accept the incident.• Serious bump on the head, whereby a red lump and bruising is evident
Red Red 'III's are sent to the Compliance Officer for review and will require follow up.	<ul style="list-style-type: none">• This 'III' is considered major.• The 'III' was managed by the Centre Manager or Head Teacher with extra assistance required.• The student, staff member or volunteer did experience a serious, violent or life threatening 'III' with First Aid required.• Authorities were called to assist, such as ambulance, fire or police.• Medication was administered.	<ul style="list-style-type: none">• Fainting• Asthma attack• Anaphylactic shock• X and Y were involved in a physical fight• X and Y were involved in a verbal aggressive argument• Broken bones• Bullying