



Providing a child safe environment

Quality Area 2: Children's Health and Safety

Policy Statement

Ocean Shores Preschool recognises the importance of providing a safe environment for all children at our centre. All children have the right to experience quality education and care in an environment that safeguards and promotes their health and safety.

Goals – what are we doing?

The Preschool will:

- Ensure the children are adequately supervised at all times;
- Organise inside and outside areas to minimise risks to children;
- Monitor and minimise hazards and safety risks in the environment;
- Implement our Child Protection and our Incidents, Injury, Trauma, and Illness Policies; and
- Take every reasonable precaution to protect children being educated and cared for by the centre from harm and from any hazard likely to cause injury.

Strategies – How will it be done?

Supervision

The Management Committee will:

- Ensure that sufficient numbers of educators are employed to ensure adequate supervision of children at all times; and
- Adopt policies and procedures to protect children being educated and cared for by the centre from harm and from any hazard likely to cause injury.

The Nominated Supervisor will:

- Review enrolment forms to determine children who have allergies /illnesses and place this information for all staff to view in the staff bathroom and ensure medication is labelled and available;
- Ensure that adequate numbers of educators are on duty to meet ratio and qualification requirements and to ensure adequate supervision of children at all times;
- Engage casual staff as appropriate;
- Ensure staff are aware of the need for adequate supervision of children at all times. This is for both indoor and outdoor areas; and

- Adopt policies designed to protect children being educated and cared for by the centre from harm and hazard likely to cause injury are implemented and that all staff are aware of these policies and procedures

Educators will:

- Adequately supervise children at all times; and
- Inform the Nominated Supervisor whenever supervision is inadequate to ensure the health and safety of all children.

Organisation of Rooms and Environments

The Management Committee will:

- Make sufficient allowance within budgets to allow for the replacement of worn and damaged equipment and resources which may provide a safety risk for children; and
- Make sufficient allowance within budget to allow the adequate maintenance of all indoor and outdoor environments.

The Nominated Supervisor will:

- Organise groupings to enable adequate supervision of children and so to minimise the risk to children; and
- Organise repairs and maintenance to equipment and environments in a timely manner

Educators and staff will:

- Organise indoor and outdoor spaces to ensure risks to the health and safety are minimised; and
- Inform the Nominated Supervisor of repairs and maintenance needed within the centre to ensure the health and safety of children; and
- Remove dangerous items when discovered and dispose of or put aside for maintenance.

Risk Assessment

The Nominated Supervisor will:

- Lead a quarterly risk assessment with all staff involved at a staff meeting to determine any risks to children's health and safety,
- Analyse and evaluate the risks associated with identified hazards;
- Determine appropriate ways to eliminate or control identified hazards; and
- A review risk assessment after any serious incident report is made to the Department of Education and Communities.

Educators and Staff will:

- Conduct an annual risk assessment of the centre to determine any risks to children's health and safety;

- Report any risks or hazards within the centre to the Nominated Supervisor as soon as possible.

Child Protection

The approved Provider (Management Committee) Nominated Supervisor and Educators and staff will comply with the requirements of the service's child protection policy to ensure the minimisation of children's risk to harm.

Evaluation

Children are healthy and safe at our centre and the number of serious health and safety incidents is reduced over time.

Sources

- Education and Care Services National Law and Regulations: S165 & S167 and R168
- Linked to National Quality Standard: 2.3