

Providing A Child Safe Environment

Introduction

Forest Hill Community Preschool recognises the importance of providing a safe environment for all children at our service.

All children have the right to experience quality education and care in an environment that safeguards and promotes their health and safety.

Goals

Forest Hill Community Preschool will:

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

Strategies

Supervision

The Approved Provider 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 service from harm and from any hazard likely to cause injury.

The Nominated Supervisor will:

- Draw up rosters for breaks to 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 may include the development of supervision charts for outdoor or indoor areas; and
- Adopt policies designed to protect children being educated and cared for by the service from harm and from any hazard likely to cause injury are implemented and that all staff are aware of these policies and procedures.

The National Regulations do not specify how often policies should be reviewed but Policies should be looked at and reviewed as regulations/ legislation or circumstances change or arise and kept in line with changes in the industry or Preschool, and with current research and contemporary views on best practice. We acknowledge Community Child Care Cooperative for use of their example policies to develop our services policies.

Date Adopted: 2nd August 2000

Date Reviewed: July 2013 **Due for Review: July 2014**

Date Amended:

Educators will:

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

Organisation of Rooms and Environments

The Approved Provider will:

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

The Nominated Supervisor will:

- Organise rooms and groupings to enable adequate supervision of children and so to minimise the risk to children.
- 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;
- Inform the Director/Nominated Supervisor of repairs and maintenance needed within the service to ensure the health and safety of children.

Risk Assessment

The Nominated Supervisor will:

- Conduct a risk assessment of the service environment on a quarterly basis 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
- Review risk assessments after any serious incident report is made to the Department of Education and Communities.

Educators and staff will:

- Report any risks or hazards within the service to the Director/ Nominated Supervisor as soon as possible.

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