

QA2 CHILDREN'S HEALTH AND SAFETY POLICY

SCOPE

This policy and its associated documents provide a framework to guide all actions for the Approved Provider, Nominated Supervisor, all team members, children, parents, volunteers, contractors, suppliers and any visitors to the Service.

Failure to adhere to this policy, or any of its associated documents, may result in disciplinary action being taken up to and including termination of employment for personnel, refusal of service for clients, and / or the dissolving of contractual agreements with suppliers and individuals outside of our Service.

INTRODUCTION

Our centre is committed to ensuring the health, safety and wellbeing of all the children in its care. In order for children to thrive, they must have a safe, healthy and supportive environment; this policy and its related documents, details our dedication to ensuring this, and provides clear direction and guidance to all stakeholders regarding how we are going to achieve this.

This policy relates to the National Quality Standard (NQS) Quality Area 2: Children's health and safety.

POLICY STATEMENT

CHILDREN'S WELLBEING

Our service recognises the importance of children's social, emotional, physical and mental wellbeing. We acknowledge the role Educators have in supporting the connection between early experiences and brain development, leading to positive wellbeing outcomes for children.

SAFE SLEEP AND REST

We work in partnership with families to understand children's comfort rituals, rest and relaxation requirements, and ensure these are met and respected to make the child feel secure, whilst being safe. We will assess each child's developmental needs to ensure their individual needs for sleep and rest are met. These details are stated in the "Building Futures Montessori Floor Bed Readiness" document and the "Sleep, Rest and Relaxation Procedure". Our service's safe sleep and rest procedures and practice follows the current research such as Queensland Health, Kidsafe Queensland and Red Nose. Appropriate bedding is provided to meet the needs of the individual child enrolled in care and therefore the sleeping arrangements will change according to those needs.

Whilst families are consulted about their individual child's needs and preferences, those that request practices that are contrary to safe sleep guidance, will be advised that we cannot follow their request without the written authorisation of the child's medical practitioner.

SAFE LEARNING ENVIRONMENTS

We believe all children have the right to be educated and cared for in a safe and healthy environment, and therefore we ensure that a responsible person is on the premises at all times.

Daily checks of the physical environment are undertaken, and any issues recorded in the maintenance log, shared with the Nominated Supervisor/Responsible Person present, and/or removed or made inaccessible if they pose a clear danger. This enables us to consistently provide children with high quality learning environments and resources that provide appropriate challenge whilst keeping them safe.

Our Educators arrange equipment and resources in ways that enable active supervision. This involves being engaged with children as co-learners to support educational outcomes whilst ensuring children's wellbeing and safety are maintained.

When required, for excursions or a particular learning experience, comprehensive risk management documents are completed. Appropriate measures are put in place to mitigate possible risk and to best ensure the safety of all children engaging in the activity, and to maximise learning.

Our Educators are committed to the safe storage and handling of any chemicals that are on the premises.

FIRST AID, INJURY AND INCIDENTS

All educators will undertake and maintain first aid, including CPR, as well as anaphylaxis and asthma management. In instances where children sustain an injury or fall ill at the service, we follow strict processes to meet the child's needs, inform the family, seek medical assistance if needed, and notify the relevant regulatory authority (if required).

HYGIENE PRACTICES

Illness is managed in a way that aims to protect all children, families and Educators attending the service through means of consistent infection control, cleaning and hygiene practices, including exclusion from the service until well, as per best practice guidelines or advice from Public Health.

Strict hygiene practices are employed for nappy changing, toileting and hand washing, with all children supported to develop their self-help skills and understanding of the importance of hygiene.

Best practice according to national guidelines is utilised in relation to food handling and storage.

CHILD PROTECTION

We support children's development of positive and healthy relationships with adults and peers as an important aspect of emotional wellbeing, and we are committed to upholding our legal and ethical obligation to keep children safe from harm. Our staff engage in annual child protection training as part of this strong commitment, and all staff, regardless of the state/territory requirements for mandatory reporting, are expected to report concerns or suspicions regarding child abuse and/or neglect. We ensure all staff are fit for their role and to work with children through a thorough pre and post appointment process, which includes confirmation of their Working with Children Check.

PROMOTING A HEALTHY, ACTIVE LIFESTYLE

Our team is dedicated to encouraging children's developing awareness of the benefits of a healthy lifestyle for themselves and others, and we include aspects of how to maintain a healthy lifestyle as a regular part of the educational program. As part of this, children are encouraged to take an active role in mealtimes, engaging in conversation regarding their nutritional requirements and cultural considerations relating to serving and sharing meals.

We acknowledge the importance of children's physical wellbeing. We provide opportunities for physically active play encouraging the participation of all children, ensuring that where possible this links to other curriculum areas to maximise children's physical activity across the day to meet best practice guidelines.

SUN SAFETY

Our Educators are conscious of the Australian climate and uphold sun safety practices in accordance with UV recommendations for the local area. In addition, we ensure children are appropriately clothed and comfortable for colder seasons. This allows Educators to maximise learning in our outdoor environments throughout the year.

EMERGENCY AND EVACUATION PROCEDURES

We work to ensure we are prepared to manage incidents and emergencies by having regular emergency evacuation drills which involve staff, Educators and children.

DEFINITIONS AND ACRONYMS

Curriculum - all interactions, experiences, activities routines and events, planned and unplanned, that occur in an environment designed to foster children's learning and development (DEEWR, 2009).

Emergency – a serious, unexpected, and often dangerous situation requiring immediate action.

Incident – an event or occurrence with an adverse outcome.

Mandatory reporting – the legislative requirement for selected groups of people to report suspected case of child abuse and neglect to government authorities.

Program – the documentation showing children’s educational goals, the learning opportunities that are provided by our Educators to achieve these, and the related Educator practices to support learning.

Wellbeing – being comfortable, healthy, or happy.

ACKNOWLEDGEMENTS, REFERENCES AND RESOURCES

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UNICEF. (2019). *United Nations Convention on the Rights of the Child*. Retrieved 20 April, 2018 from <https://www.unicef.org/crc/>

<https://rednose.org.au/section/safe-sleeping>

www.acecqa.gov.au/resources/supporting-materials/infosheet/safe-sleep-and-rest-practices

LINKS TO STANDARDS AND REGULATIONS

This policy relates to the National Quality Standard (NQS) Quality Area 2: Children’s health and safety.

Standard/ Elements	Concept	Descriptor
QA2		Children’s health and safety
2.1	Health	Each child’s health and physical activity is supported and promoted
2.1.1	Wellbeing and comfort	Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s need for sleep, rest and relaxation.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.1.3	Healthy lifestyle	Healthy eating and physical activity are promoted and appropriate for each child.
2.2	Safety	Each child is protected
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
2.2.3	Child protection	Management, Educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.

This policy relates to the following law and national regulations:

Standard/ Elements	Concept	Related law and national regulations
QA2		Children's health and safety
2.1	Health	Each child's health and physical activity is supported and promoted
		<p>Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children)</p> <p>Section 166 Offence to use inappropriate discipline</p> <p>Regulation 81 Sleep and rest</p> <p>Section 51(1)(b) Conditions on service approval (educational and developmental needs of children)</p> <p>Section 168 Offence relating to required programs</p> <p>Regulation 155 Interactions with children</p> <p>Regulation 156 Relationships in groups</p> <p>Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children)</p> <p>Regulation 77 Health, hygiene and safe food practices</p> <p>Regulation 85 Incident, injury, trauma and illness policies and procedures</p> <p>Regulation 86 Notification to parents of incident, injury, trauma and illness</p> <p>Regulation 87 Incident, injury, trauma and illness record</p> <p>Regulation 88 Infectious diseases</p> <p>Regulation 89 First aid kits</p> <p>Regulation 90 Medical conditions policy</p> <p>Regulation 91 Medical conditions policy to be provided to parents</p> <p>Regulation 92 Medication record</p> <p>Regulation 93 Administration of medication</p> <p>Regulation 94 Exception to authorisation requirement – anaphylaxis or asthma emergency</p> <p>Regulation 95 Procedure for administration of medication</p> <p>Regulation 96 Self-administration of medication</p> <p>Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children)</p> <p>Regulation 78 Food and beverages</p> <p>Regulation 79 Service providing food and beverages</p> <p>Regulation 80 Weekly menu</p>
2.2	Safety	Each child is protected
		<p>Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children)</p> <p>Section 165 Offence to inadequately supervise children</p> <p>Section 166 Offence to use inappropriate discipline</p> <p>Section 167 Offence relating to protection of children from harm and hazards</p> <p>Section 170 Offence relating to unauthorised persons on education and care service premises</p> <p>Section 171 Offence relating to direction to exclude inappropriate persons from education and care premises</p> <p>Regulation 82 Tobacco, drug and alcohol free environment</p> <p>Regulation 83 Staff members and family day care Educators not to be affected by alcohol or drugs</p> <p>Regulation 99 Children leaving the education and care service premises</p> <p>Regulation 100 Risk assessment must be conducted before excursion</p>

		<p>Regulation 101 Conduct of risk assessment for excursion Regulation 102 Authorisation for excursions Section 51(1)(a) Conditions on service approval (safety, health and wellbeing of children) Regulation 97 Emergency and evacuation procedures Regulation 98 Telephone or other communication equipment children) Section 162A Persons in day-to-day charge and nominated supervisors to have child protection training Regulation 84 Awareness of child protection law <i>Additional state/territory requirements</i> In addition to complying with the National Quality Framework, approved providers, Educators and other staff may be required to report on incidents or suspected incidents involving children under other state and territory laws including child protection legislation</p>
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DOCUMENT CONTROL

Date Reviewed	Modifications
June 2019	Created new policy document and format.
January 2022	Reviewed no change
3 November 2022	Reviewed – added separate header for Safe sleep and rest. Added new references
21 December 2022	Added reference in Safe, Sleep and Rest to the procedure and Sleep and Rest Philosophy – Birth to 3 years document
4 April 2023	Adjusted wording in First Aid section; including mention of Sun Safe app; made supporting medical or health conditions clearer in Child Wellbeing
January 2024	Reviewed as Safe Sleep updated from Red Nose – no change needed