



Bangalow Community Children's Centre
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Accident Prevention /Child Safe Environment Policy

Reviewed December 2015

Legislation:	Education and Care Services National Regulations 2011 Education and Care Services National Law 2011
Reference:	Managing a Child Care Service: A hands on guide for service providers (2004) National Quality Framework Resource Kit (2011) Staying Healthy in Child Care - Preventing infectious diseases in child care - Fourth Ed. (2006) Health and Safety in Children's Services Model Policies and Practices - Second Ed. (2003)

Introduction

Educators and support staff aim to identify potential hazards for each developmental stage, and take all precautions necessary to avert such events. The education and care service should allow children to play and learn in an environment that is safe, developmentally appropriate and free from hazards. Educators seek opportunities to increase and encourage parent/guardian and family awareness of accident prevention, and of their child's ability to learn safety habits at an early age.

Goals

Staff and Educators take appropriate action to ensure children are safe while attending the Centre.

To implement procedures to assess and minimise potential hazards and risks

To educate families about how to create a child safe environments for their children at different stages of their development

Ensure the supervision of children is maintained at all times

To develop strategies that support children to develop an awareness of their own safety and wellbeing

Practices

The following precautionary measures are to be implemented in the Centre:

- All chemical, cleaning and other products and medications are to be kept in their original containers, and stored in cupboards not accessible to children. ie. out of reach or with childproof locks.
- Proper medication procedures must be followed at all times.
- Children are to be prohibited access from the kitchen area, with the exception of children three years and over who may be involved in a planned cooking experience. Such instances should be closely supervised by staff members.
- Children are never left alone and/or unsupervised on change tables, in baths, in high chairs, or eating alone.
- The temperature of hot water systems should be consistently set between 40-43 degrees Celsius.
- Hot beverages must be consumed away from and not accessible to children
- The Service has an approved earth leakage circuit breaker fitted to the main power box and tested by an approved professional monthly to ensure that they are working and in order. Such devices are not to be relied solely as electrocutions are reduced by the use of circuit breakers, rather than being prevented entirely.
- Power points must have protective shutters, or be fitted with protective plugs.

Accident Prevention/ Child Safe Environment Policy- page 2 of 3

Practices

- Electrical appliances must not be used in wet areas.
- Children should be taught to respect all electrical appliances by positive staff role modeling.
- Avoid water on floors. Any spillages should be mopped up immediately and without undue delay. Particular and close attention needs to be given to the bathroom area and lunch area during use periods.
- All children must remain seated whilst eating during meal times. Babies should be closely supervised by staff at all times when drinking from a bottle.
- Plastic bags are to be kept out of the reach of children and/or in locked cupboards.
- Safe toys are to be used considering the relevant age of the child. i.e. avoid small removable parts for infants, choose durable toys, avoid movable parts which may pinch the child, etc. All toys should be checked on regular basis to ensure they are in proper working order, and repair or discard any broken toys.
- All water play areas must be supervised by educators at all times. Educators should never leave buckets of water or water troughs unattended.
- Troughs and equipment holding water must be emptied when Educators are leaving the yard to ensure children from other groups cannot access
- Water safety strategies will be discussed with children
- Children will be discouraged from drinking from water from troughs or buckets
- All playgroup equipment must be checked daily for:
 - Stability
 - Broken pieces
 - Insect, spider and / or snake infestation.
- All playground equipment must be checked for the following:
 - Provision of safety rails on platforms and equipment over 1.5 metres high
 - It should not be possible to fall from any structure onto an object below
 - Provision of clear landing places at the base of slides, etc.
 - Timber top edges should be rounded, and logs checked for splinters
 - Ensure there are no projections on sliding surfaces
 - Bolts should be counter-sunk
 - Check all structures regularly for stability
 - Check equipment for wear.

These checks will be recorded on the daily indoor/outdoor checklists and any issues/risks that emerge will be recorded in the risk assessment folder.
- Boards are to be cared for properly to avoid cracking, i.e. never leave boards out when not in use, and regularly oil boards with recommended products.
- Shock-absorbing surfaces should be implemented under play equipment.
- Provide stable and permanent barriers to prevent children running into the path of moving objects such as swings and/or other play equipment.
- Children must be supervised closely by staff members when using climbing equipment.
- All playground equipment must be used with consideration of the child's age and ability; e.g. it may be necessary to restrict younger children using certain climbing equipment.
- Refer to recent safety standards when purchasing equipment, e.g. the Choice Guild to Baby Products, and where Australian Safety Standards approved items are available, these must be purchased in preference to others.
- Display Emergency Exit procedures and complete practice drills on a quarterly basis.
- Ensure all Centre fire extinguishers are reviewed annually and instruct all staff members on their proper usage.

Accident Prevention/ Child Safe Environment Policy- page 3 of 3

Practices

- Educators will participate in relevant child safety training and communicate relevant information to the service. The service will provide information on child safety to families through handouts, newsletters and referrals.
- Teams will review their program during room meetings to ensure the routine and program is appropriate to the abilities of the children in the group.
- The service will review its procedures, equipment, program and implement changes as part of the service quality improvement plan.
- Opportunities to teach children about safety both planned and spontaneously are sought and incorporated into the curriculum.

National Regulations

168 Education and care services must have policies and procedures

National Law

165 Offence to inadequately supervise children

167 Offence relating to protection of children from harm

National Quality Standard

2.2.3 Child Protection

EYLF

Outcome 3: Children have a strong sense of wellbeing

Children take increasing responsibility for their own health and physical wellbeing

Related Policies

Incident, injury, trauma and illness policy

Storage of dangerous products policy

Supervision policy

Evaluation and Review

This policy will be reviewed based on regulatory requirements or when the need arises.

Family and staff feedback will be considered in the review process. Changes in legislation, regulations, NQF and standards will be considered.

Any changes to this policy will be communicated to families and staff.

Bangalow Community Children's Centre

The **Accident Prevention/ Child Safe Environment Policy** has been read, understood and reviewed by:

[illegible]

Bangalow Community Children's Centre

Comments on Accident Prevention/ Child Safe Environment Policy

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