

POLICY: 8.3 Role and Responsibilities Policy

Procedure: 8.9 Role of the Educators Family Member and Adults residing at the Residence

This procedure aims to ensure the Educator's family members and other adults residing at the Educator's residence understand their role and responsibilities.

8.9.1 Linking to Policy

This procedural guidance should be read in conjunction with the service **8.3 Role and Responsibilities Policy** and will assist the Approved Provider, Management, Staff (Nominated Supervisors, Coordinators, and Administrative Staff members) Educators, Educator Assistants and parents to implement the policy. This procedure covers:

[8.9.2 Role of Educator's Family](#)

[8.9.3 Role of Educator's Partner](#)

8.9.2 Role of Educator's Family

All Educator will ensure their family members:

- Respect the dignity and rights of all children in Family Day Care.
- Occupants over 18 years of age have a positive Blue Card.
- Do not subject children to any form of physical, verbal, or emotional harm.
- Respect the confidentiality of children and their families.
- Treat all members of the child's family with dignity and respect.
- Not consume alcohol, cigarettes, or any drugs that diminish their physical or mental ability to behave professionally with children in care.
- Follow all duty of care requirements when engaging in activities with children.
- Take responsibility for ensuring personal items are not accessible to children.
- Are made aware of the areas of the home that are for private purposes and not to be accessed by Family Day Care children and, where appropriate, maintain barriers to these areas.
- Ensure any media that can be viewed/heard by children are suitable.
- Not be responsible for the supervision of children in care.
- Interaction with children does not place the family member at risk of a child abuse allegation.
- Not nappy change, toilet or bath a family day care child while in care.
- Are aware that the Educator's children will not carry babies inside or outside the home.

8.9.3 Role of Educator’s Partner

In addition to roles and responsibilities cited in 8.9.2 of this procedure, the Service recognises that the partner’s view of their role and responsibilities has a considerable impact on the quality and ease in which the Educator engages in the provision of Family Day Care.

The level of support provided by an Educator’s partner/family is a crucial factor in the successful, long term retention of the Educator with the Service. The Service recognises that there is no prescriptive model that can be used to describe the ideal roles and responsibilities for a partner/family. What works best for one family may not work well for another. However, there are common factors that an Educator and their partner/family should discuss in determining the role and responsibilities of the partner.

These include:

- The level of involvement the partner will have with the children in care.
- The level and type of support that they can provide to the Educator. For example
 - o Listening to Educators when they need to debrief about their day.
 - o Providing care for their own children so that Educators can attend professional development training.
- Being professional in their dealings with children and parents.
- Assisting in making sure that the home meets health and safety standards.
- Being accepting of different parenting practices and family dynamics.
- Assist, if required, to contact the Service if the Educator is unable to fulfill her duties due to illness, accident or personal reasons.

Review

	Date	Details
Revision 00	07//2015	Original Policy Issued
Revision 01	12/2016	Reviewed
Revision 02	08/2017	Reviewed
Revision 03	10/2020	Reviewed and separated from Policy

Related Documents

Policies

8.3 Role and Responsibilities Policy

Reference

Refer to 8.3 Role and Responsibilities Policy