

6.1 Child Safe Environment Policy

1. Purpose

My Place Family Day Care recognises that the physical environment plays a critical role in keeping children safe; reducing the risk of unintentional injuries; contributing to their wellbeing, happiness, creativity and developing independence; and determining the quality of the children's learning.

2. Scope

This policy applies to Nominated Supervisor, Coordinators, Educators, Educator Assistants, parents and children.

3. Definitions

Approved Provider: Inala Community House (ICH) has approval from the Federal Government to operate an approved FDC service.

Service: My Place Family Day Care, whose Approved Provider is Inala Community House.

Educator: A suitably qualified person who is registered with the Service.

Educator's Residence: The home or venue approved to provide childcare by an approved Educator of the Service.

4. Policy

My Place Family Day Care will ensure that the Educator's facilities are appropriate for the provision of family day care and that residences are safe and clean, in keeping with the requirements of the Education and Care Service National Law 2010 and Education and Care Service National Regulation 2011 for the protection of children.

4.1 Assessment (initial and re-assessment) of Educator's Residence

My Place Family Day Care will undertake a risk-based assessment of the Family Day Care residence, to ensure it is safe and fit for the purpose and does not pose a risk to children's health, safety or wellbeing before an Educator is approved to provide education and care.

The Service will reassess each Educator's residence at least annually, to ensure the health, safety and wellbeing of children is maintained.

The Service has a current Home Safety Assessment Checklist based on the requirements of the National Law, National Regulations and National Quality Standard.

4.2 Monitoring of Safety Standards

The Service will monitor, support and plan with Educators how to provide a safe, accessible and purposeful environment that nurtures the wellbeing, development and learning of children.

Educators will constantly maintain the agreed safety standards for their residence (indoors and outdoors spaces).

4.3 Risk Management

Where hazards are identified, the Service will work with the Educator to complete the risk management process, to assess the risk, eliminate the risk or minimize the potentially harmful consequences of the hazard.

4.4. Renovations or Changes to the Resident

Educators will not undertake any renovation or make changes to the physical environment of their residence without prior knowledge and approval of the Service.

5. Review

This policy remains in effect unless otherwise determined by resolution of the Board of Directors. This policy will be reviewed every two years or sooner as required.

	Date	Details
Revision 00	07/2015	Original Policy Issued
Revision 01	12/2016	Reviewed
Revision 02	08/2017	Reviewed
Revision 03	12/2019	Reviewed
Revision 04	01/2021	Reviewed

6. Related Documents

Policies

4.7 Sun Protection Policy

6.4 Water Safety Policy

6.5 Tobacco, Alcohol and Drug Free environment Policy

10.3 Confidentiality Records and Register Management Policy

Procedures

6.1 Assessment of Educators Residence Procedure

6.2 Required Facilities Procedure

6.3 Smoke Alerts Procedure

6.4 Keeping Animals Procedure

6.5 Fencing Procedure

6.6 Poisonous Plants Procedure

- 6.7 Storage of Dangerous Chemicals and Products Procedure
- 6.8 Light, Ventilation, Cooling and Heating Procedure
- 6.9 Glass Procedure
- 6.14 Water Safety Procedure
- 6.15 Swimming Pool Procedure
- 6.15 Tobacco, Alcohol and Drug Free Environment Procedure
- 10.7 Record Management and Storage

Forms

- Home Safety Checklist
- Glass Management Plan
- Home Risk Assessment Plan
- Pet Risk Assessment Plan
- Universal Home Risk Assessment Plan

References

Workplace Health and Safety Act 2011

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2011-018#sec.13>

Education and Care Services National Law 2010 s.168 offence relating to the protection of children

Education and Care Services National Regulation 2011

R.103 Premise, furniture and equipment to be safe, clean and in good repair

R.104 Fencing

R.105 Furniture, Materials and equipment

R.106 Laundry and Hygiene facilities

R.109 Toilet and hygiene

R.110 Ventilation and natural light

R.116 Assessment of family day care residences and approved family day care venues

R.117 Glass

R.168 (2) (h) Education and Care service must have policies and procedures

R.169 (2) (a) Additional Policies and Procedures for FDC

R.177 (1)(d), (2), (5) Prescribed enrolment and other documentation to be kept by approved provider

R.183 (1) (2)(g) Storage of records and other documents

Australian Children's Education and Care Quality Authority, Guide to the National Quality Framework 2018, National Quality Standard: Quality Area 3 Physical Environment

3.1 Design: the design of the facilities is appropriate for the operation of a service

3.1.1 Fit for Purpose - outdoor and indoor spaces building, fixture and fittings are suitable for their purpose, including supporting the access of every child

3.1.3 Upkeep – Premise, furniture and equipment are safe, clean and well maintained

3.2 Use: The service environment is inclusive, promotes competence and supports exploration and play-based Learning

3.2.1 Inclusive environment: Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments

3.2.2 Resources support play-based learning: Resources, materials and equipment allows for multiple uses, are sufficient in number and enable every child to engage in play-based learning

3.2.3 Environmentally responsible: The service cares for the environment and supports children to become environmentally responsible.

Kidsafe Family Day Care Guidelines 6th Ed August 2014 - RETRIEVED 30th October 2019
<https://static1.squarespace.com/static/5a70178a4c326d908fa4f3ed/t/5b459d75352f5340dfe578c3/1531289008616/KidsafeFamilyDayCareGuidelines2014.pdf>

Queensland Government, Fencing requirements for FDC Residences - RETRIEVED 30th October 2019
<https://earlychildhood.qld.gov.au/legislationAndGuidelines/PPORresources/Fact%20sheets/fencing-requirements-family-day-care.pdf>

Assessment of the FDC Residence and venues (2018) – RETRIEVED 30th October 2019
<https://www.acecqa.gov.au/sites/default/files/2018-03/FDCAssessmentsOfResidencesVenues.pdf>

Queensland Government 2019 – Assessments of a family day care residence - RETRIEVED 30th October 2019
<https://earlychildhood.qld.gov.au/legislationandguidelines/pporresources/fact%20sheets/assessments-of-family-day-care-residences-fact-sheet.pdf>