



## Child Safe Environment

### Quality Area 2: Children's Health and Safety

#### Relevant Legislation

Children (Education and Care Services National Law Application) ACT 2010  
Education and Care Services National Regulations 2011: 99, 158, 168(2) (f)  
National Quality Standard for Early Childhood Education and Care: Elements 2.2, 3.1.2

#### Aim / Rationale

Yass Montessori Pre-School 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.

#### Policy Goals

- ✧ Ensure that children are always adequately supervised.
- ✧ 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 Yass Montessori Pre-School from harm and from any hazard likely to cause injury

## Strategies: What will we do?

### Supervision

#### The Approved Provider will:

- ✧ Ensure that enough educators are always employed to ensure adequate supervision of children.
- ✧ Adopt policies and procedures to protect children being educated and cared for from harm and any hazard likely to cause injury.

### **The Nominated Supervisor will:**

- ✧ Draw up rosters to ensure that adequate numbers of educators are always on duty to meet ratio and qualification requirements and to ensure adequate supervision of children.
- ✧ Engage casual staff as appropriate.
- ✧ Ensure staff are always aware of the need for adequate supervision of children. This may include the development of supervision charts for outdoor or indoor areas.
- ✧ Adopt policies designed to protect children being educated and cared for from harm and any hazard likely to cause injury are implemented and that all staff are aware of these policies and procedures.

### **Educators Will:**

- ✧ Adequately always supervise children within the group.
- ✧ Inform the Nominated Supervisor whenever supervision is inadequate within the room 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.
- ✧ 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 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 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.
- ✧ A review risk assessment 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 Nominated Supervisor as soon as possible.

## Child Protection

The Approved Provider, Nominated Supervisor, educators and staff will comply with the requirements of the service's Child Protection Policy to ensure the minimisation of children's risk to harm.

### Evaluation

Children are healthy and safe at our service and the number of serious health and safety incidents is reduced over time.

### Sources and References

Department of Education, Skills and Employment – [www.education.gov.au](http://www.education.gov.au)  
<https://reporter.childstory.nsw.gov.au/>

### Links to other policies

Enrolment  
Child Protection  
Statement of Commitment to Child Safety  
Child Safe Code of Conduct

### Forms and procedures

Daily Checklists  
Work, Health and Safety  
Child Safe Risk Assessment

Policy Reviewed	Modifications	Next Review Date
2013	Developed	2015
Mar 2014	Minor changes to opening / closing times	2016
October 2019	Reviewed	
September 2022	Minor changes – Child Safe Code of Conduct and Risk Assessment	October 2024 or when procedure, practice or legislation changes