

2.2 STATEMENT OF COMMITMENT TO THE SAFETY AND WELLBEING OF CHILDREN

Policy Statement

Middle Park State School Outside School Hours Care is committed to providing a quality school age education and care service. The Approved Provider, Nominated Supervisor and educators are aligned in their actions and values to promote the safety and wellbeing of children and young people and uphold the protection of children from harm.

The Approved Provider will ensure the promotion of safety and wellbeing of children through establishing effective practices, outlining policies and procedures to maintain expected standards and providing guidance and support to staff to meet expectations and display appropriate conduct. All staff are expected to model and encourage behaviour that upholds the dignity and safety of children.

Middle Park State School Outside School Hours Care recognises their duty to promote both physical and psychological safety of children and staff. The Approved Provider will foster an environment of fairness, dignity and respect for all people. The practices endorsed will seek to be inclusive and free from discrimination. Safety and wellbeing will be supported by fostering and embedding sound practices, including hazard identification and risk-management.

Middle Park State School Outside School Hours Care's commitment to promoting safety, wellbeing and protection of children includes its service ethical and legal duty to care for children associated with Middle Park State School Outside School Hours Care whilst not in the care of their parents or other caregivers, notifying Child Safety of any reasonable suspicions of significant harm.

The Approved Provider also recognises their duty to comply with *Education and Care Service National Law Act 2011*, *Education and Care Services National Regulations 168 (2)(h) & 12*, *Work Health Safety Act 2011*, *Working with Children (Risk Management and Screening) Act 2000*, and *Child Protection Act 1999*.

Related Policies

- 2.7 - Supporting Complex Behaviours
- 2.10 Handling Disclosures and Reporting Suspicions of Harm (Mandatory Reporting)
- 2.11 - Supporting Additional Needs with Inclusive Practices
- 2.13 – Use of Photographic and Video Images of Children
- 2.1 - Interactions and Relationships to Children
- 2.16 - Promoting Protective Behaviours
- 3.3 - Educators Practice
- 3.5 - Excursions
- 2.20 – Supervision of Children
- 4.5 – Incident, Injury, Illness or Trauma
- 4.9 - Children's Toileting
- 6.2 – Resources and Equipment
- 8.3 – Recruitment and Employment of Educators
- 8.5 - Volunteers
- 8.9 - Employee Code of Conduct
- 8.10 - Employee Orientation and Induction
- 10.8 - Information Handling – Privacy and Confidentiality
- 8.9 – Applying the Code of Conduct
- 10.9 – Risk Management and Minimisation
- 10.22 – Determining the Responsible Person
- 10.32 – Appropriate Governance
- 10.33 – Managing Notifications

Auxiliary Documents

- 8.9.1 Code of Conduct
- 8.9.2 Code of Conduct for Interacting with Children and Young People

Roles and Responsibilities

Approved Provider	<ul style="list-style-type: none">• Will support the service's commitment to the safety and wellbeing of children by ensuring proper governance, management and support.• Will support the Nominated Supervisor in ensuring provide Child Protection Training is provided for every employed educator annually as a part of mandatory training.
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Nominated Supervisor	<ul style="list-style-type: none"> • Will lead the service’s culture and delivery of safety and wellbeing of children. • Will ensure suitable persons are recruited, inducted and supported to care and positively guide children. • Will respond to incidents with timeliness and professionalism. • Will provide Child Protection Training for every employed educator annually as a part of mandatory training.
Leadership Team	<ul style="list-style-type: none"> • Will ensure Child Protection qualifications are monitored and renewed annually.
All Staff	<ul style="list-style-type: none"> • Ensure conduct upholds the safety, well-being and best interests of children. • Supervise and monitor the environment and children’s interactions. • Identify and respond to the needs of children. • Follow the guidance and support of management.

Procedures

The Approved Provider, Nominated Supervisor and educators shall demonstrate their commitment to providing an environment that is safe and promotes the wellbeing of all children at all times through:

- Signing, acknowledging and agreeing to abide by Middle Park State School Outside School Hours Care’s Code of Conduct (8.9.1).
- Ensuring educator employment and training procedures support the recruitment and on boarding of suitable educators, including induction and orientation procedures that equip employees with relevant knowledge and skills to uphold their responsibilities.
- Ensuring interactions and relationships with children are supportive and provide positive guidance. Children are to be cared for in an environment that demonstrates respect, upholds dignity and promotes a child’s self-regard.
- Monitoring for hazards and risks in the physical environment, ensuring risks are managed in a reasonably practicable manner, free from identifiable hazards. Routines and practices are embedded by staff to encourage, role-model and support children’s learning of protective behaviours.
- Children are actively supervised in all areas available to children to ensure that they are protected from harm caused by:
 - Physical injury; and/or
 - Harassment and other non-physical harm to the child, whether caused by other children, educators, parents of other children or any other person.
- Ensuring that educators are not alone at the service with a child, except in an emergency.
- Obtaining written parental permission for children to be photographed at the service and used as per parental permissions.
- Instructing the children to inform educators when going to the toilet. Educators will ensure that the Children’s Toileting Policy (see Policy 4.9) is followed at all times.
- Recruitment, selection and screening of educators for suitability for working with children.
- Providing suitable training and instruction for educators on their duty as Mandatory Reporters to identify and respond to allegations or suspicion of harm and abuse.
- Compliance of all educators and volunteers with legal requirements to hold, the positive notice (or application where applicable) under the Working with Children (Risk Management and Screening) Act 2000. The Approved Provider and Nominated Supervisor will work collaboratively to ensure the service records and complies with their obligations to employ or engage suitable persons (8.3 *Recruitment*, 10.22 *Determining the Responsible Person* and 8.5 *Volunteers*).
- Communicating the P&C’s Risk Management Strategy and Plan to parents, educators and the school community annually through displays, newsletters, training and meetings.
- Develop, review and record risk-management assessments are as outlined in 10.9 *Risk Management and Minimisation*. This includes the Approved Providers endorsement of excursions and their

activities ensuring they are identifying and controlling any foreseeable hazards and parents have expressed written permission for their children’s participation (3.5 Excursions).

- Reporting incidents and relevant notifications to the Approved Provider and communicating this to the Regulatory Authority as outlined in 4.5 Incident, Illness, Injury or Trauma notification and 10.33 Managing Notifications.

This policy and its procedures, outlining Middle Park State School Outside School Hours Care’s commitment to the safety and wellbeing of children and the protection of children from harm, will be reviewed **annually** or as required.

Relevant Laws and Provisions

- Education and Care Services National Law Act, 2010 and Regulations 2011
- Work Health and Safety Act 2011 and Regulations 2011
- Child Protection Act 1999
- Department of Education and Training Child Care Provider Handbook
- National Quality Standard, Quality Area 1 – Educational program and practice; 2 – Children’s health and safety; 3 – Physical environment; 4 - Staffing arrangements; 5 - Relationships with children; 6 - Collaborative partnerships with families and communities; and 7 – Governance and leadership.

ECEC Regulation Compliance

- Education and Care Services National Regulations 168 (2)(h), 12

Policy Controls			
Endorsed by:	Middle Park State School Parents & Citizens Association	Date Endorsed:	16/11/2021
Date implemented:	13/12/2021	Date families notified	29/11/2021
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