

Intereach Children's Services

Children's Health and Safety Policy



Applies to	Intereach Family Day Care (FDC) and Intereach Out Of School Hours (OOSH)				
Definitions	Refer to Schedule of Definitions: <i>emergency, incident, incident management, serious incident, and wellbeing.</i>				
Version	3.0	Date approved	23/09/2025	Next review date	23/09/2028

1. Policy Statement

Intereach, as the Approved Provider, is committed to ensuring that the health, safety and wellbeing of all children are met. This includes individual health and comfort requirements, through the implementation of effective hygiene practices to control the spread of infectious diseases and the prevention and management of injuries and illness and trauma.

Nominated supervisors, educators and staff promote each child's wellbeing and healthy lifestyle and support each child's growing competence, confidence and independence.

Intereach is committed to ensuring that staff understand their legal and ethical obligation to act to protect any child who is at risk of abuse or neglect.

2. Objective

2.1. Each child's health and physical activity is supported and promoted

Intereach will provide high quality and effective practices, procedures, processes, and educational programs which support the belief that:

- children's health and physical wellbeing contributes to their ability to concentrate, cooperate and learn;
- being active, healthy, well-rested and free of illness assists children to participate happily and successfully in the learning environment. It is also essential that children are supported to take increasing responsibility for their own health and physical wellbeing; and,
- children's health requirements can change over time as they grow and develop. Working together with families and, where relevant, health care professionals, the service should have effective processes to support all aspects of children's health.

2.2. Each child is protected

This policy is based on the belief that:

- children have a fundamental right to be protected and kept safe when they attend an education and care service. Unsafe settings and situations can negatively impact on children's physical health and wellbeing, which in turn can negatively affect their experiences, learning and wellbeing in the present and throughout their lives; and,
- through a widening network of secure relationships, children develop confidence and feel respected and valued. A strong sense of wellbeing promotes children's confidence and optimism, which maximises their learning and development.

3. Responsibilities

Intereach as the Approved Provider will:

- ensure the service has comprehensive procedures in place for:
 - providing a child safe environment;
 - managing incidents, injuries, trauma, and illness;
 - emergency and evacuation procedures; and,
 - administration of medication.
- ensure procedures are followed by all staff;
- ensure children are adequately supervised at all times;
- maintain appropriate educator-to-child ratios and ensure staff are qualified and fit for duty.
- ensure procedures are in place for:
 - responding to incidents, injuries, trauma, and illness;
 - notifying parents and regulatory authorities of serious incidents; and,
 - maintaining incident records and conducting reviews and risk assessments;
- ensure staff and Educators are trained to identify and respond to children at risk of abuse or neglect;
- comply with mandatory reporting obligations and child safe standards;
- ensure staff are aware of and comply with child protection laws;
- promote a culture of child safety and wellbeing across all services;
- maintain Service Approval only if the service operates in a way that ensures:
 - the health, safety, and wellbeing of children; and,
 - the educational and developmental needs of children are met.
- be actively involved in service operations and ensure ongoing compliance with all legal obligations.

Intereach educators and staff will:

- ensure that the children enrolled with their services are protected through:
 - adequate supervision at all times;
 - safe experiences and environments;
 - preparedness for emergency situations;
 - maintaining high standards of hygiene to help prevent the spread of infectious diseases and ensure good health; and,
 - ensure hygiene practices are embedded to reduce the likelihood of children becoming ill due to cross-infection or as a result of exposure to materials, surfaces, body fluids or other substances that may cause infection or illness;
- comply with all Policies and Procedures;
- understand and comply with their ethical and legal obligation to protect children at risk of neglect or abuse;
- maintain children's nutritional needs and physical activity through the experiences and routines which are supported each day;

- support children to become more independent, so they can take greater responsibility for their own health, hygiene and personal care as they become aware of their own and others' safety and wellbeing;
- work with families to complement the routines and activities that are in place at home . Staff will identify and cater for each child's individual requirements for routines throughout the day as we recognise that providing for children's individual health, nutrition, sleep, rest and relaxation is fundamental to their wellbeing; and,
- at times require the need for exclusion of children from the service to minimise the risk of cross-infection.

4. National Quality Framework

Standard/ Elements	Concept	Descriptor
2.1	Health	Each child's health and physical activity is supported and promoted.
2.1.1	Wellbeing and comfort	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.1.3	Healthy lifestyle	Healthy eating and physical activity are promoted and appropriate for each child.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
2.2.3	Child protection	Management, educators, and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.

5. Context	
5.1. Standards or other external requirements	Australian Children's Education and Care Quality Authority (2017). <i>National Quality Standards</i> Australian Children's Education and Care Quality Authority (2017). <i>Guide to the National Quality Framework</i> Early Childhood Australia (2016). <i>Code of Ethics</i> National Health and Medical Research Council 2013 (5 th Ed). <i>Staying Healthy: Preventing infectious diseases in early childhood education and care services</i> <i>Child Safe Standards NSW</i> <i>Child Safe Standards VIC</i>
5.2. Legislation or other requirements	Education and Care Services National Regulations consolidated 2017 Education and Care Services National Law Act 2010

5.3. Internal documents	<p>A range of procedures and forms support the Children's Health and Safety Policy, including the following service specific procedures</p> <p>Acceptance and Refusal of Authorisations Procedure</p> <p>Administration Of First Aid Procedure</p> <p>Administration of Medication Procedure</p> <p>Animal Safety Procedure</p> <p>Attendance and Absence of Children Procedure</p> <p>Authorised Access to Children Procedure</p> <p>Bushfire Risk Management Plan for FDC Services Procedure</p> <p>Children's Health and Safety Policy</p> <p>Complaints Procedure</p> <p>Contact with Blood and Fluids Procedure</p> <p>Dealing with Medical Conditions Procedure</p> <p>Death of a Child Procedure</p> <p>Delivery and Collection of Children Procedure</p> <p>Dental and Oral Health Procedure</p> <p>Emergency and Evacuation Procedure</p> <p>Excursion and Regular Outing Procedure</p> <p>Handwashing Procedure</p> <p>Hot Water Procedure</p> <p>Illness and Infectious Disease Procedure</p> <p>Immunisation/Vaccination Procedure</p> <p>Incident, Injury, Trauma and Illness Procedure including Administration of First Aid</p> <p>Inclusion and Diversity Procedure</p> <p>Issues of Noncompliance in FDC Procedure</p> <p>Missing Child Procedure</p> <p>Nappy Changing, Toileting and Bathing Procedure</p> <p>Notification of Serious Incidents Procedure</p> <p>Nutrition, food, beverages and dietary requirements procedure</p> <p>Physical Activity and Small Screen Time Procedure</p> <p>Provision of Information and Assistance Family Day Care Educators Procedure</p> <p>Safe Arrival of Children Procedure</p> <p>Safe Food Handling Procedure</p> <p>Safe Transport of Children Procedure</p>
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5. Context

Safe use of Digital Technologies and Online Environment Procedure
Sleep and Rest for Children Procedure
Storage of Dangerous Chemicals, Substances and Equipment Procedure
Sun Protection Procedure
Supervision Procedure
Tobacco, Drugs and Alcohol Procedure
Visitors to the Service Procedure

6. Document control

Version	Date approved	Approved by	Next review date
1.0	12/12/2019	Joint Leadership Governance Group	12/12/2022
1.1	15/03/2021	T. Mercer, Program Manager, Quality (minor changes)	12/12/2022
2.0	09/12/2022	Quality Governance Group	09/12/2025
3.0	23/09/2025	K. Hyde – General Manager Operations.	23/09/2028