

Document Name	Document Version Number	Review Date
Providing a Child Safe Environment Policy	1.0.0	March 2021
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25 September 2019	5403	New Policy

## Purpose

All children have the right to experience quality education and care in an environment that promotes opportunities to thrive with adults who safeguard and advocate for their health, safety, security and wellbeing including the right to:

- be asked to express their views and wishes about matters affecting their lives and to have those views appropriately considered by adults;
- feel and be safe in their interactions with adults and other children and young people; and
- understand, as early as possible, what is meant by 'feeling and being safe'.

## Scope

Approved Provider, Nominated supervisor, Early Childhood educators, casual staff and families

## RELATED GUIDELINES, STANDARDS, FRAMEWORKS

National Quality Standard, Quality Area 2: Children's Health and Safety – Standard 2.2: Each child is protected

National Quality Standard, Quality Area 3: Physical Environment – Standard 3.1, 3.2

National Quality Standard, Quality Area 7: Governance and Leadership – Standard 7.1, 7.2

## Definitions

Our service has a moral and legal responsibility to ensure that the rights and best interests of the child are paramount and that we will provide training, resources, information and guidance to support this in order to:

- ensure that the health, safety and wellbeing of children at the service is protected at all times;
- ensure that people educating and caring for children at the service act in the best interests of the child;
- protect and advocate the rights of all children to feel safe, and be safe, at all times;
- maintaining a culture in which children's rights are respected;
- encouraging active participation from families at the service, supporting a partnership approach and shared responsibility for children's health, safety, wellbeing and development.

## Policy Content

- Ensure the service operates in line with the Education and Care Services National Law and National Regulations 2011 with regard to the delivery and collection of children at all times.
- Ensure all staff have access to relevant professional development.
- Ensure ensuring that the Nominated Supervisor and staff members at the service who work with children are advised of current child protection legislation, its application, and any obligations that they may have under that law (Regulation 84).
- Provide all staff and educators working directly with children with a copy of the Mandatory Reporter Guide (How To Guide) to assist them in their reporting.
- Provide all staff and educators working directly with children with access to the Child Wellbeing and Child Protection NSW Interagency Guidelines.
- Ensuring screening and suitability processes are maintained to meet policy and legislated requirements.
- Identifying and providing appropriate resources and training to assist staff, contractors, visitors, volunteers and students to implement this policy (refer to Sources).

- Keeping up to date and complying with any relevant changes in legislation and practices in relation to this policy. Co-operating with other services and/or professionals in the best interests of children and their families.
- Ensuring that families are made aware of support services available to them and of the assistance these services can provide.
- Ensuring that all staff who work with children are supported to implement this policy in the service.
- Protecting the rights of children and families, and encouraging their participation in decision-making at the service.

### Links to Policy

Child Protection Policy  
Code of Conduct Policy  
Participation of Volunteers and Students  
Emergency Evacuations  
Excursions  
Incident, Injury, Trauma and Illness  
Water Safety Policy  
Sun Protection

### Links to Procedure

Providing a Child Safe Environment Procedure

### Links to Forms

Nil

### References

Australian Children's Education and Care Quality Authority (ACECQA) – [www.acecqa.gov.au](http://www.acecqa.gov.au)  
Mandatory Reporter Guide & training including e-learning presentation – [www.keepthemsafe.nsw.gov.au](http://www.keepthemsafe.nsw.gov.au) < eReporting is available at <https://reporter.childstory.nsw.gov.au/s/>  
Working With Children Check – [www.kidsguardian.nsw.gov.au/working-withchildren/working-with-children-check](http://www.kidsguardian.nsw.gov.au/working-withchildren/working-with-children-check)  
Become a Childsafe Organisation – [www.kidsguardian.nsw.gov.au/child-safeorganisations/become-a-child-safe-organisation](http://www.kidsguardian.nsw.gov.au/child-safeorganisations/become-a-child-safe-organisation) < Childsafety Australia – [www.childsafetyaustralia.com.au](http://www.childsafetyaustralia.com.au)  
United Nations Convention on the Rights of the Child – [www.unicef.org.au](http://www.unicef.org.au)  
The Supporting young children's rights: Statement of intent (2015-2018) – [www.earlychildhoodaustralia.org.au](http://www.earlychildhoodaustralia.org.au)  
Australian Human Rights Commission – [www.humanrights.gov.au](http://www.humanrights.gov.au)  
Australian Childhood Foundation – [www.childhood.org.au](http://www.childhood.org.au) < Families NSW - Supporting Families to Raise Children - [www.families.nsw.gov.au](http://www.families.nsw.gov.au)

### Responsibility

Nominated Supervisor

### Document Author

Nominated Supervisor

### Relevant Legislation

Education and Care National Law Act 2010: Sections 165, 167  
Education and Care National Regulations 2011: 99, 158-159, 168, 176  
Child Protection (Working with Children) Act 2012  
Child Protection (Working with Children) Regulation 2013  
Crimes Act 1900  
Ombudsman Act 1974 – Part 3A

Australian Privacy Principles – [www.oaic.gov.au](http://www.oaic.gov.au)

Office of the Australian Information Commissioner – [www.oaic.gov.au](http://www.oaic.gov.au)

Privacy Act 1988 (Privacy Act) – [www.oaic.gov.au/law/act](http://www.oaic.gov.au/law/act) ◁ Smoke Free Environment Act 2000

### **Associated Records**

Nil