

**Deakin Preschool Health and Safety Process and Procedures**

**Purpose**

We aim to protect the health, safety and welfare of the children attending the service.

**Implementation**

We are dedicated to ensuring that each child's health and safety needs are met through the implementation of operative hygiene practices to control the spread of infectious diseases, the prevention and management of injuries and illness and providing a safe and secure physical environment for children. In occurrences where children show any signs of illness or injury, educators will refer to the Incident, Injury, Trauma and Illness Policy.

The importance of children’s nutritional and physical health needs will be promoted by educating children about a healthy lifestyle which will be reinforced through the everyday routine and experiences. Information on health, hygiene, safe food and dental care principles and practices will be displayed at the preschool to provide families with more information.

We believe in quality education and care in an environment that provides for their protection through adequate supervision, safe experiences and environments, and emergency vigilance. Educators at the service are dedicated to understanding their legal and ethical responsibility to protect the children enrolled at the service.

**Appropriate Resources and Equipment**

The Approved Provider will be ultimately responsible for any purchases of equipment. Educators will document any equipment which needs maintenance on a prioritised basis on the maintenance register. Resources and equipment will be chosen to reflect the cultural diversity of the preschool’s community and the cultural diversity of contemporary Australia. The preschool will actively pursue the contribution of families regarding toys and equipment at the service. All new equipment will be checked against Australian Safety Standards. Children will be carefully introduced to new toys & pieces of equipment and taught how to use and care for them appropriately. Equipment that should only be used under supervision will be stored in a safe place out of children’s reach. The use of pools and toys or equipment which involves the use of water will be used under the direct supervision of educators. All equipment will be emptied of water when not in use and stored in such a manner that it cannot collect water. Equipment will be checked regularly by the educators to ensure it is in a clean and safe condition which will be recorded on the appropriate indoor and outdoor safety checklist.

**The children’s learning environment**

The service will keep a record of any changes that is made to the physical environment of the service, such as rearranging of rooms etc to show continuous improvement. The service will document the links between the arrangements and choice of resources and equipment and the children’s learning in the program.

**On-going Maintenance**

The service will reflect on the environment and establish a plan certifying that the environment continuously collaborates with our philosophy of providing a safe and secure environment, stimulating and engaging for all who interact with it. The Approved Provider/Nominated Supervisor will also ensure that the service and its grounds comply with Local Government and regulations in regards to fire ventilation, natural and artificial lighting and safety glass. Should the service undertake major renovations, management plans will be put in place to ensure that the safety of educators, children, families and others at the service is not compromised.

**Support at Preschool**

Within each room children are able to explore and engage in experiences in both the indoor and outdoor environment. Each room allows for a quiet play space, such as our book nook and a loud/physical play space. To support children and educators, Individual Learning Plans may be created for children with additional needs. The preschool may also engage the support of the Education Directorate’s Student Engagement Team and Forrest Primary School’s Disability Education Coordinator for specific and targeted resources and strategies.