

▲ ACCIDENT PREVENTION

▲ NQS

Element 1.2.3: Each child's agency is promoted, enabling them to make choices and decisions and influence events and their world.

Element 2.1.2: Effective illness and injury management and hygiene practices are promoted and implemented.

Element 2.2.1 At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

Element 2.2.2: Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.

Education and Care Services National Regulations: 92-97; 101-103; 168

▲ PURPOSE

The purpose of this policy is to set out the actions that will be taken to reduce or prevent the likelihood of an incident occurring at the centre. Educators will identify risks and hazards within the indoor and outdoor environment and take precautions to minimise these risks. It is the responsibility of all educators to increase and encourage parent/guardian and family awareness of accident prevention, and of their child's ability to learn safety habits at an early age.

▲ POLICY

It is the policy of FROEBEL to implement practices which aim to minimise accidents and injuries to children, educators and any other person visiting the centre. Responsible supervision is a key component to ensuring the centre provides a safe environment. Children must always be within sight or sound of educators. The centre will promote safe working practices and will ensure that all children, educators, and visitors to the centre comply with safety guidelines. FROEBEL will put in place procedures to minimise risks. From time to time there will be circumstances where accidents may occur. The following procedures are implemented and reviewed to mitigate these as much as possible. Where an accident does occur there are additional response management policies and procedures in place to manage accidents and or incidents accordingly (see associated policies as listed below).

▲ PROCEDURES

The following precautionary measures are to be implemented in the centre:

- Daily audits are completed, any hazards identified are prioritised for reactive

maintenance or preventative maintenance.

- All chemical, cleaning and other products and medications are to be kept in their original containers and stored in cupboards not accessible to children. I.e. out of reach or with childproof locks.
- medication procedures must be followed at all times.
- Children are to be prohibited access from the kitchen area, with the exception of children three (3) years and over who may be involved in a planned cooking experience. Such instances should be closely supervised by educators.
- Children are never left alone and/or unsupervised on change tables, in baths, in high chairs, or eating alone.
- The temperature of hot water systems should be consistently set between 40-43 degrees Celsius.
- The nominated supervisor at each service will assess the environment to determine if hot drinks can be suitably carried and consumed. If hot drinks are permitted in the environments, they must be in a thermal cup or mug with a non-spill screw top lid which prevents spilling.
- The centre has an approved earth leakage circuit breaker fitted to the main power box and regularly tested by an approved professional to ensure that they are working and in order. Such devices are not to be relied solely as electrocutions are reduced by the use of circuit breakers, rather than being prevented entirely.
- Power points must have protective shutters or be fitted with protective plugs.
- Electrical appliances must not be used in wet areas.
- Children should be taught to respect all electrical appliances by educator's positive role modelling.
- Avoid water on floors. Any spillages should be mopped up immediately and without undue delay. Particular and close attention needs to be given to the bathroom area and lunch area during use periods.
- All children must remain seated while eating during meal times. Babies should be closely supervised by educators at all times when drinking from a bottle.
- Plastic bags are to be kept out of the reach of children and/or in locked cupboards.
- Toys and resources used in the centre are purchased with consideration to the age of the child. i.e. avoid small removable parts for infants, choose durable toys, avoid movable parts which may pinch the child, etc. All toys will be checked on regular basis to ensure they are in proper working order, and repair or discard any broken toys.
- All water play areas must be supervised by educators at all times. Educators should never leave buckets of water unattended.
- All play equipment must be checked daily for:
 - Stability
 - Broken pieces
 - Insect, spider and/or snake infestation.
- All playground equipment must be checked for the following:
 - Provision of safety rails on platforms and equipment over 1.5 metres high
 - It should not be possible to fall from any structure onto an object below

- Provision of clear landing places at the base of slides, etc.
- Timber top edges should be rounded, and logs checked for splinters
- Ensure there are no projections on sliding surfaces
- Bolts should be counter-sunk
- Check all structures regularly for stability
- Check equipment for wear.
- Boards are to be cared for properly to avoid cracking, i.e. never leave boards out when not in use, and regularly oil boards with recommended products.
- Shock-absorbing surfaces should be implemented under play equipment.
- Provide stable and permanent barriers to prevent children running into the path of moving objects such as swings and/or other play equipment.
- Children must be supervised closely by educators when using climbing equipment.
- Any vertical railing such as 'monkey bars' in the centre is to be no more than eight centimeters apart.
- All playground equipment must be used with consideration of the child's age and ability; e.g. it may be necessary to restrict younger children using certain climbing equipment.
- Refer to recent safety standards when purchasing equipment, e.g. the Choice Guild to Baby Products, and where Australian Safety Standards approved items are available, these must be purchased in preference to others.
- Display Emergency Exit procedures and complete practice drills as at least every 3 months.
- Ensure all centre fire extinguishers are reviewed annually and instruct all educators on their proper usage.

▲ SOURCES AND FURTHER READING

- [Kidsafe Australia:](#)
- [Staying healthy: Preventing infectious diseases in early childhood education and care services](#)

▲ ASSOCIATED POLICIES

- Accidents and Incidents
- Climbing (St Leonards)
- Emergency Action Plan and Evacuation
- Giant Slide (Fitzroy North)
- Provision of Child Safe Environment and Supervision
- Sleep and Rest for Children
- Water Safety

▲ POLICY REVIEW

- FROEBEL (together with educators) will review this policy every 12 months.
- The Approved Provider and Centre Director ensure that at all times all educators maintain and implement this policy and its procedures.
- Families are encouraged to share feedback with FROEBEL about policies and procedures as part of the review process
- **Last review:** 31.07.2023
- **Next review:** 31.07.2024