

C11. CHILD NUMBER REQUIREMENTS

Content:	Illawarra Aboriginal Corporation Policies and Procedures
Version:	1.0
Section:	Childcare
Applies To:	Board, Management and Staff of all IAC Childcare Services
Date:	May 2014 (Review May 2017)

Background and Purpose

The IAC's Childcare policies articulate our aims, goals and philosophies in caring for children in our long day care and preschool services. They explain how the IAC works with its management, staff and other agencies to ensure that our children are afforded the best and most appropriate care and that we meet all of the requirements of NSW Department of Education & Communities.

Principle

The IAC recognises and understands that the number of children at our services will impact on the social, emotional and behavioural development of those children in our care.

The IAC will ensure that it meets the child number requirements of the Children's Services Regulations allowing for emergency childcare arrangements as directed by the Director General.

The IAC is committed to working with NSW Department of Education & Communities in an open and positive manner to ensure that children under our care are cared for in safe, nurturing environments that meet the requirements of current legislation and guidelines.

Temporary arrangements

The IAC may allow children to attend our service on days other than those specifically allocated if there are exceptional circumstances, if there are available places, if our service will not breach any regulations relating to staff ratios and child numbers, if the parent accepts responsibility for the fees, if the parent has requested the temporary day at least one day in advance and if the Coordinator of the service or the nominated supervisor approves the allocation of a temporary day.

The policies and procedures applicable to a child attending on a temporary day are the same as if they were attending on a normal allocated day.

Number of children

C(E&CS)SPR 2012 Regulation 57

The IAC will ensure that:

- our service does not provide childcare services at any one time to any more than the maximum number of children specified by our licence
- our service does not provide childcare services at any one time to any more than the maximum number of children in each particular age group as specified by our licence

Emergency Child care arrangements

C(E&CS)SPR 2012 Regulation 58

The IAC will ensure that:

- we provide for emergency child care arrangements as directed by the Director General where these arrangements would mean that we exceed the maximum number of children specified by our licence and where:
 - ◊ we do not exceed the licensed number by the lesser of 5 children or 10% of the licensed number
 - ◊ we are able to accommodate the additional children

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Requirements for approval of emergency child care

C(E&CS)SPR 2012 Regulation 59

The IAC agrees to the emergency child care arrangement requirements where a child:

- is a client of the Department or is a member of a family that is a client of the Department
- is, in the opinion of the Director-General, likely to become a client of the Department, or is a member of a family that is likely to become a client of the Department
- has a parent whose health needs require urgent care for the child
- has a parent who is undertaking a rehabilitation program
- is a client of, or is a member of a family that is a client of, an organisation funded by the Department (other than an organisation funded by or under the Children's Services Program administered by the Department)
- has a parent who is participating in an approved job skills program for the long-term unemployed
- is the holder of a visa of a class of visas described as "protection" visas under the *Migration Act 1958* of the Commonwealth (or is the child of a person who holds such a visa)

Requirements for approval of emergency child care (cont)

C(E&CS)SPR 2012 Regulation 59

The IAC understands that:

- the period for which a child may be provided with a service under such an approval must not exceed 6 months
- each child who is the subject of an approval is to be named in the approval
- we must admit a child who is the subject of such an approval to the first available vacancy at the service
- the Director-General may give an approval for a particular child to be provided with a service on more than one occasion

Group size

C(E&CS)SPR 2012 Regulation 60

The IAC will ensure that the following group sizes will apply to children of each age:

- 4 or less children under 2 years of age
- 16 or less children from 2 to 3 years of age
- 39 or less children 3 years and over

Enrolled Children

C(E&CS)SPR 2012 Regulation 62

The IAC will ensure that:

- all children provided with education or care are enrolled in the service

COMPLIANCE

This policy complies with:

- Children and Young Persons (Care and Protection) Act 1998

REFERENCES

This policy should be read with:

- C(E&CS)SPR 2012 - Part 5 Child number requirements (Regulations 57-62)
- Commission for Children and Young People Act 1998
- Migration Act 1958