

C3. REGULATORY COMPLIANCE

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 Illawarra Aboriginal Corporation 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 Illawarra Aboriginal Corporation recognises and understands that it needs to have systems in place to identify and ensure compliance with funded program guidelines, relevant legislation, regulatory requirements and professional standards.

The IAC is committed to identifying and complying with all relevant legislation and requirements to ensure the safety and quality of service afforded to our children.

The IAC is committed to working with NSW Department of Education & Communities in an open and positive manner to ensure that record keeping systems in relation to regulatory compliance are thorough, confidential and reflect due process and procedural fairness.

Our Commitment

The IAC will:

- identify and comply with all relevant legislation and requirements including, but not limited to, working with children checks, police checks, equal opportunity employment, anti discrimination, sexual harassment, occupational health & safety and flexible & supportive work practices
- collect and maintain all available information, documents and records about a child
- ensure that records pertaining to a child and their family are maintained in a safe and secure manner for the time specified in the relevant legislation
- ensure that we meet reporting standards and guidelines of NSW Department of Education & Communities
- ensure that all staff and key personnel have current working with children checks that reflect their suitability to work with children
- ensure that staff and key personnel are not discriminated against for previous convictions where they can demonstrate their suitability and where the IAC can ensure that it protects our children

COMPLIANCE

This policy complies with:

- Children and Young Persons (Care and Protection) Act 1998
- Children (Education and Care Services) Supplementary Provisions Regulation 2012

REFERENCES

This policy should be read with:

- Children (Education and Care Services) Supplementary Provisions Regulation 2012
- All Governance policies
- All Human Resources policies