

## C9. GENERAL FACILITIES AND EQUIPMENT

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 our care environments must provide appropriate facilities to ensure the safety, protection and happiness of our children.

The IAC will ensure that its childcare facilities meet the requirements of the Children (Education and Care Services) Supplementary Provisions Regulation 2012 in regard to the safety and cleanliness of our premises, ventilation & natural light, materials and fencing.

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.

### Ventilation, light & heating

*C(E&CS)SPR 2012 Regulation 42*

*The IAC will ensure that:*

- our premises have access to natural light and are properly ventilated, lit and heated when children are being provided with the service
- all heating and cooling units are adequately secured and guarded to prevent injury to children through contact with hot surfaces or moving parts or the emission of any sparks or flames
- the controls of all equipment on the premises that may be hazardous to children is guarded to prevent access by children
- fans on the premises are placed in a position that is inaccessible to children

### Hot Water

*C(E&CS)SPR 2012 Regulation 43*

*The IAC will ensure that:*

- hot water from any outlet that is accessible to children is regulated to keep the temperature of water from the outlet below 43.5 degrees Celsius

## C9. GENERAL FACILITIES AND EQUIPMENT

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)

### Fencing and security

*C(E&CS)SPR 2012 Regulation 44*

*The IAC will ensure that:*

- any part of our premises that is designated for outdoor play space is fenced on all sides
- the design and height of any fence or gate on the premises prevents children from scaling or crawling under or through it and must inhibit or impede intruders from entering the premises
- all gates leading to or from the premises are designed so as to prevent children from entering or leaving the premises unsupervised
- we have sufficient fencing and security to prevent persons without a legitimate reason to be on the premises from gaining easy access to the premises within or outside of operating hours
- any side of a stairway, ramp, corridor, hallway or external balcony on the premises of a children's service that is not abutting a wall is enclosed to prevent a child being trapped or falling through
- should any of our sites have stairs, child-proof barriers that are appropriate to the ages of children provided with the service must be provided at the top and bottom of those stairs if the Director-General so requires by notice in writing served on the licensee

### Glass

*C(E&CS)SPR 2012 Regulation 45*

*The IAC will ensure that:*

- any glazed area of our premises that is in a room or other place accessible to children and is 0.75 metres or less above the level of the floor is *glazed* with safety glass, if the *Building Code of Australia* requires the area to be glazed with safety glass
- in any other case the glass is treated with a product that prevents it from shattering if broken, or is guarded by barriers that prevent a child from striking or falling against the glass

### Cleanliness, maintenance & repairs

*C(E&CS)SPR 2012 Regulation 46*

*The IAC will ensure that:*

- our premises and all equipment & furnishing used in providing the children's service, are maintained in a safe, clean and hygienic condition and in good repair at all times
- we use our best endeavours to ensure that any buildings and grounds on the premises are kept free of vermin and pests
- the premises are not fumigated while children are attending the premises
- the premises are fitted with appropriate devices that are designed to:
  - ◊ to prevent children from gaining access to power points or other electrical outlets
  - ◊ minimise the risk of electrical shocks arising from electrical wiring
- we keep the premises of the service clean of garbage, rubbish and rubble

### Safe environment

*C(E&CS)SPR 2012 Regulation 47*

*The IAC will ensure that:*

- our premises complies with the requirements of the *Work Health and Safety Act 2011*

## C9. GENERAL FACILITIES AND EQUIPMENT

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)

### Repair of Premises

*C(E&CS)SPR 2012 Regulation 48*

*The IAC will ensure that:*

- we comply with directions from the Director-General to effect any repairs or maintenance to our premises in a timely manner
- we make provision for cyclical repairs and maintenance within our operating budget
- we use properly licensed contractors to undertake repairs to our premises
- we seek council or local government approval where appropriate
- we seek two or more quotations from licensed contractors for major work
- ensure that the work complies with Australian Standards
- we make provision in our budget for regular repairs and maintenance
- we make provision in our budget for cyclical repairs and maintenance

---

### COMPLIANCE

*This policy complies with:*

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

---

### REFERENCES

*This policy should be read with:*

- C(E&CS)SPR 2012 - Part 3 Facilities and equipment requirements - Division 3 General (Regulations 42-48)