



Nature Alliance Family Day Care Service

Delivery & Collection Children from Premises & Excursions Policy



POLICIES IN THIS SECTION AS REQUIRED BY:

Education and Care Services National Law (WA) Act 2012: Section 3(2)(a); 165; 165A; 167; 169; 174(2); 175; 189;

Education and Care Services National Regulations, 2012 – ‘Regulations’:
99 (1)(2)(4)(5); 100; 101; 102(1)(2)(4)(5); 136; 158 – 159; 168 (2)(f); 176

National Quality Standards for Early Childhood Education and Care and School Age Care (2010)

Standard 2.3. Element 1.1.1; 1.1.2; 2.3.1; 2.3.2; 4.1.1; 4.2.1; 6.1.2; 6.2.1; 6.3.4

PURPOSE:

To ensure the safety of children during delivery and collection from care and when going on excursions.

SCOPE:

This Policy applies to Family Day Care Educators; Family Day Care Assistants; regular visitors, Family Day Care Service staff members, Family Day Care Educator family members, students, parents, children (including visiting children) and volunteers.

PRINCIPLE:

The approved provider of an education and care service has the responsibility to ensure the Family Day Care Service has in place policies and procedures in relation to children leaving the Family Day Care residence or venue, and excursions.

The approved provider must take reasonable steps to ensure the policies and procedures are followed and made available for inspection or at request.

The approved provider must ensure parents of enrolled children are notified before making any changes to policies and procedures.

POLICY

Family Day Care Educators will take reasonable steps, to ensure the collection and delivery of children, whether to and from the Family Day Care residence or approved venue or on excursions, supports the safety and protection of the children.

The Family Day Care Service will have procedures in place in relation to:

- i. Delivery and collection of children; and
- ii. Excursions and regular outings.

Date reviewed	June 2013	NA-POL-0005	Version:1	Page 1 of 1
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