

Identification and Visibility Policy

Quality Area: *2: Children's Health and Safety*

Standard: *2.3: Each Child is protected*

Element: *2.3.2: Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury*

Purpose

This policy aims to clearly define:

- Ways in which Bush Kinder participants are clearly visible to staff and volunteers, and clearly identifiable to other users of HE Parker area to protect the safety of all participants
- The manner in which the Bush Kinder site is marked and signed to enable identification by users of the Bush Kinder site and to communicate some key messages to optimise the Bush Kinder program and experience

Policy Statement

1. Values

Heathmont East Preschool is committed to:

- Providing a safe and healthy environment for children, staff and volunteers participating in the Bush Kinder program
- Respecting the community space that the Bush Kinder site offers, while ensuring the safety of participants at all times in response to external influences and risks
- Respecting that members of the public may be interested in the Bush Kinder program, while ensuring that the program is not interrupted or disturbed by other park users.

2. Scope

This policy applies to parents, staff, committee members, authorised persons, volunteers and students on placement working at Heathmont East Preschool.

3. Background and Legislation

Background

Heathmont East Preschool's Bush Kinder program is conducted in community bushland, which is enjoyed by members of the public and sometimes has dogs being walked off leads. It is important that children, staff and volunteers participating in the Bush Kinder program

are easily identified to each other and parkland users as a discrete group. It is also critical that children participating in the program are clearly visible to all staff and volunteers.

Legislation and standards

Relevant legislation may include but is not limited to:

- Education and Care Services National Regulations 2011
- Education and Care Services National Law 2010
- National Quality Standard
- Occupational Health and Safety Act 2004
Occupational Health and Safety Regulations 2007

4. Definitions

Identifiable clothing: Participants in the Bush Kinder program will be clearly identifiable by wearing hi vis vests over their normal clothes or kinder rain suits.. The intention is to have participants, children, staff and volunteers alike, clearly part of the same Bush Kinder group. Children will also be wearing a wrist band with the Bush Kinder mobile phone number on it in the unlikely event they become lost and need help.

Heathmont East policy and procedures

Heathmont East Preschool is responsible for:

- Providing appropriate signage for the Bush Kinder site as detailed in this policy
- Ensuring staff are appropriately trained in procedures for dealing with onlookers, dogs etc.

Nominated supervisor, Teachers, educators and other staff are responsible for:

- Ensuring all children, staff and volunteers are wearing designated vests and wrists straps on arrival to the session.
- Ensuring the perimeter/boundary of the play area that day is clearly marked at points with either cones or bright fabric ties in trees.

If a member of the public approaches a child, staff approach and position themselves in front of the child. If questioned, calmly explain that we are from Heathmont East Preschool and the children are on an excursion. Regardless of the relationship to the child, the child is NOT to be left unattended in their presence. Staff to assess the situation

Subsequent actions may include monitoring, gathering the children for a group activity, relocation to another area or ending the excursion and returning the preschool.

- If a dog is observed off lead, staff are to position themselves between the dog and children if feasible. Remind the children to stand still like a tree to not agitate the dog. Staff inform other volunteers/ teachers/educators about the approaching dog. Staff will assess the situation and either approach the owner and request it be placed on a lead or alternatively suggest a relocation to another area.

If the owner cannot be spotted, then the staff will assess the situation and either approach the dog if deemed safe to do so, or alternatively suggest a relocation to another area.

Parents/guardians are responsible for:

- Reading and being familiar with the policy.
- Bringing relevant issues to the attention of both staff and committee.

Evaluation

To assess whether the policy has achieved the values and purposes Heathmont East Preschool will:

- Seek feedback regarding this policy and its implementation with parents of children participating in the Bush Kinder program. This can be facilitated through discussions and the annual centre survey.
- Ask staff to share their experiences and observations in relation to the effectiveness of this policy.
- Regularly review the policy and centre practices to ensure they are compliant with any new legislation, research or best practice procedures.

Sources and other related policies

Sources Kindergarten policies

- Excursion & Service Events Policy
- Bush Kinder Extreme Weather Policy (Bush Kinder Specific)
- Bush Kinder Identification and Visibility Policy (Bush Kinder Specific)
- Bush Kinder Identification and Visibility Policy (Bush Kinder Specific)
- Bush Kinder Snake Awareness Policy (Bush Kinder Specific)
- Bush Kinder Dog Awareness Policy (Bush Kinder Specific)
- Bush Kinder Mini Beast Sting or Bite First Aid Policy (Bush Kinder Specific)
- Bush Kinder Play Benefits and Risk Policy (Bush Kinder Specific)
- Bush Kinder Medical Emergency Policy (Bush Kinder Specific)

- Occupational Health & Safety Policy
- Sun Protection Policy
- Water Safety Policy
- Incident, Illness, Trauma & Illness Policy
- Supervision of Children Policy
- Child Safe Environment Policy

Attachments

Nil

Authorisation

This policy was approved and passed by the Heathmont East Committee of Management and adopted by Heathmont East Preschool on:

5/6/2024

Authorised by: Alison Uldrich[President]

Authorised by: Sarah Black [Nominated Supervisor]

Review Date: June 2027