



Policy Review and Evaluation

Relevant Legislation

Work Health and Safety Act 2011 to be read in conjunction with the Work Health and Safety Act 2102

NSW Occupational Health and Safety Act 2011.

Occupational Health and Safety Regulations 2012

Education and Care Services National Regulations

Children (Education and Care Services National Law Application) Act 2010.

National Quality Standard for Early Childhood Education and Care and School Age Care. Standard 7.3

Introduction

As an organisation committed to high quality early childhood education and care, we have a number of policies and procedures that guide and support staff in their work with children and families as well as the management of the Preschool. Documented policies and procedure have been developed to support effective administration and management systems are in place and ensure compliance with legal requirements

Policy Goals

Management and staff will monitor and review the effectiveness of all policies to ensure:

- ❖ Updated information regularly and information is incorporated as needed.
- ❖ Policies and procedures are readily accessible to all staff, educators, families and visitors
- ❖ That when an existing policy is updated or a new policy developed, it is circulated to staff and families for their feedback.
- ❖ Policies and procedures are updated every 5 years and new policies are developed as the need arises.
- ❖ All new staff are provided with a CD of Policies and Procedures as part of the induction process

Date Adopted

December 2012

Review Date

2017 Updated
2021 Review or when procedure, practice or legislation changes.