



Harrietville Bush Kinder

Bush Kinder Identification & Visibility Policy

Mandatory – Quality Area 2

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 Pioneer Park to protect the safety of all participants
- Communication to onlookers and users of the park regarding the Bush Kinder program.

Policy Statement

1. Values

Harrietville Bush Kinder is committed to:

- Providing a safe and healthy environment for children, staff and volunteers participating in the Bush Kinder program
- Being respectful of 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
- Being respectful that members of the public may be interested in the Bush Kinder program, but ensuring that the program is not interrupted by other park users.

2. Scope

This policy applies to children, parents, staff, committee members, authorised persons, volunteers and students on placement working at Harrietville Bush Kinder.

3. Background and legislation

Harrietville Bush Kinder program is conducted in community parkland which is enjoyed by members of the public and allows dogs to be walked off leads in designated areas. 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.

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. Sources and related policies

Kindergarten policies

- Excursion & Regular Outing Policy
- Bush Kinder Delivery & Collection of Children Policy (Bush Kinder Specific)
- Bush Kinder Extreme Weather Policy (Bush Kinder Specific)
- Bush Kinder Identification and Visibility Policy (Bush Kinder Specific)
- Bush Kinder Emergency Evacuation (Bush Kinder Specific)
- Bush Kinder Snake Awareness Policy (Bush Kinder Specific)
- Bush Kinder Dog Awareness Policy (Bush Kinder Specific)
- Protective Clothing Policy (Bush Kinder Specific)

- Occupational Health & Safety Policy
- Incident, Illness, Trauma & Illness Policy
- Clothing Policy
- Sun Protection Policy
- Water Safety Policy
- Supervision of Children Policy
- Learning through Play Policy
- Learning Spaces Policy
- Child Safe Environment Policy

Procedures

General

The Committee is responsible for:

- Ensuring staff are appropriately trained in procedures for dealing with onlookers, dogs etc.

Staff are responsible for:

- Ensuring all children have the Kindergarten contact number attached to their clothing.
- Requesting in as diplomatic fashion as possible that interested onlookers move on so as not to disturb the education program underway, if necessary.
- Identifying owners of dogs off leads and encourage the owner to put the dog on a lead.

Parents are responsible for:

- Parents are required to attach with masking tape the mobile phone number of the kindergarten teacher to their child's clothing on arrival at bush kinder.
- Reading and being familiar with the policy
- Bringing relevant issues to the attention of both staff and committee

Evaluation

In order to assess whether the policy has achieved the values and purposes the proprietor (committee) 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.

Authorisation

Endorsed by the Harrietteville Bush Kinder Committee of Management on **05/12/2018**.

Review Date

This policy will be reviewed every two years and is next due for formal Committee review in **2020**, unless deemed necessary earlier.