

J.S. GREY KINDERGARTEN ASSOCIATION, INC.
Nature Explorers Bush Kinder - Identification and Visibility Policy
Mandatory – Quality Area 2

Purpose

The purpose of this policy is to provide ways in which the Nature Explorers Bush Kinder participants are clearly visible to staff and volunteers, and clearly identifiable to protect the safety of all participants. The policy intends to highlight the manner in which the children, while at the Bush Kinder site, are marked and signed to enable identification by users of Egan Reserve and to communicate some key messages to optimise the Bush Kinder program and experience

Policy statement

1. Values

J S Grey Kindergarten 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, whilst 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 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 J S Grey Kindergarten.

3. Background and legislation

Background

J S Grey Kindergarten's Bush Kinder program is conducted at Egan Reserve, a 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 other parkland users as a discrete group. It is also critical that children participating in the program are clearly visible to all staff and volunteers.

In addition, appropriate signage must be visible to members of the public so that they respect the education program underway and not disturb the program in any way.

Related kindergarten Policies

- Nature Explorers Bush Kinder Program: Extreme Weather Policy
- Nature Explorers Bush Kinder Program: Protective Clothing Policy
- Nature Explorers Bush Kinder Program: Dog Awareness Policy
- Nature Explorers Bush Kinder Program: Emergency Evacuation Policy
- Incident, Injury, Trauma and Illness Policy
- Hygiene Policy
- Supervision of Children Policy
- Excursions and Service Events Policy
- Sun Protection Policy
- Occupational Health & Safety Policy

Legislation

Relevant legislation includes but is not limited to:

- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations 2011
- National Quality Standard, including Quality Area 1: Educational Program and Practice
- National Quality Standard, Quality Area 2: Children's Health and Safety
- National Quality Standard, Quality Area 3: Physical Environment
- National Quality Standard, Quality Area 7: Governance and Leadership
- Occupational Health and Safety Act 2004
- Occupational Health and Safety Regulations 2007
- First Aid in the Workplace (2008)

The most current amendments to listed legislation can be found at:

- Victorian Legislation – Victorian Law Today: <http://www.legislation.vic.gov.au/>
- Commonwealth Legislation – ComLaw: <http://www.comlaw.gov.au/>

4. Definitions

Appropriate Clothing: Clothing that applies to sun smart practices and policies. I.e: shoulders covered, loose fitting.

Bush Kinder Site: Egan Reserve, Miller Street, Thornbury entrance.

Duty of care: A common law concept that refers to the responsibilities of organisations to provide people with an adequate level of protection against harm and all reasonable foreseeable risk of injury. In the context of this policy, duty of care refers to the responsibility of education and care services to provide children, staff, students, volunteers, contractors and anyone visiting the service with an adequate level of care and protection against reasonable foreseeable harm and injury.

High - Viz: High Visibility clothing that allows for quick identification of children. J.S grey will provide vests.

Identifiable Labels: Labels which clearly identify the words J.S. Grey Kindergarten, including the address and phone number of the kindergarten that appear on High Viz outerwear.

Kinder Hats: these are the orange hats that all 4 year old kindergarten children are expected to wear. Pursuant to the Sun Protection Policy this hat is required to be worn when the UV rating is 3 or above.

OHS committee: A committee that facilitates co-operation between an employer and employees in instigating, developing and carrying out measures designed to ensure the health and safety of employees in the workplace.

Risk: The chance (likelihood) that a hazard will cause harm to individuals.

Risk assessment: A process for developing knowledge/understanding about hazards and risks so that sound decisions can be made about the control of hazards. Risk assessments assist in determining:

- what levels of harm can occur, how harm can occur, the likelihood that harm will occur.

Visible Signage: Signage that displayed at the Miller Street entrance/path to the Bush Kinder Site, that is clearly visible to other users of the parklands, which explains there is a kinder session in progress, requesting that members of the public do not linger at the site so as not to disrupt the session.

5. Procedures

*The **Committee** is responsible for:*

- Promoting its duty of care to all Staff, parents, volunteers, and participants;
- Providing appropriate identifiable labels as detailed in this policy for participants; and Bush Kinder. Eg: supplying high-viz clothing for children and educators to wear
- Ensuring staff are appropriately trained in procedures for dealing with onlookers, dogs etc.

*The **Staff** are responsible for:*

- Providing appropriate signage for the Bush Kinder Site as detailed in this policy;
- Placing Bush Kinder signage as detailed in this policy in appropriate places at the Bush Kinder Site;
- Ensuring children are wearing their Identifiable high-viz during term one and other transitional events at the educators discretion.
- Ensuring the high-viz are cleaned after each session in accordance with other center policies
- Monitoring when UV rating is 3 or above and ensuring children wear their Sun Smart Hats and appropriate clothing; and
- Requesting in as diplomatic fashion as possible that interested onlookers move on so as not to disturb the education program underway.

*The **Parents** are responsible for:*

- Ensuring they have read and are familiar with the policy
- Bringing relevant issues to the attention of both staff and committee

6. 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.

This policy will be reviewed every year by a formal Committee review in, unless deemed necessary earlier.

Endorsed by the J S Grey Kindergarten Committee of Management on: 7th March 2022

REVIEW DATE: 03/02/2022

NEXT REVIEW DATE: 03/02/2023

Attachment: 1

BUSH KINDER SESSION IN PROGRESS

JS Grey Kindergarten runs Bush Kinder programs at this site every Thursday from 9:30am - 1:30pm.

We respect that Egan Reserve is a community space, but we ask for your co-operation in the following ways:

- Please be mindful that we are running an education program, and ask that you refrain from lingering at the site or disturbing the program in any way
- We welcome your interest in the program, but our staff will be unable to discuss it while supervising children.
- We thank you for sharing your parklands with us and for your co-operation.