Partnership with families  
8th November to 12th November 2021

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are:

* reviewing the actions we take to ensure educators are happy working with us for long periods, because the meaningful relationships these educators develop with children and families helps promote high quality learning outcomes. Please let us know if you have any suggestions, for example, based on your experiences at work!
* reviewing our Death of an Educator Policy. A summary follows:

**Death of an Educator Policy**

Contains procedure to follow if an educator or staff member dies at the service including:

* immediately calling ambulance and following any instructions
* immediately calling police and following advice
* immediately notifying Work Health and Safety Regulator and following instructions
* notifying the Regulatory Authority (Department) within 24 hours of the death
* calling in relief staff if necessary for supervision/ratio purposes
* offering reasonable counselling/support services to children and staff, and family of deceased staff member.

There is a copy of the policy near the sign in/out sheet. Please take a moment to read it.

We value your feedback.

Nominated Supervisor