



Nominated Supervisor

Law section 51(1)(a)

A service approval is granted subject to the condition that the education and care service is operated in a way that ensures the safety, health and wellbeing of the children being educated and cared for by the service.

Regulation 78 Food and Beverages

The approved provider and nominated supervisor ... must ensure that children ...

- (a) have access to safe drinking water at all times; and
- (b) are offered food and beverages appropriate to the needs of each child on a regular basis throughout the day.

Penalty: \$2000.

Regulation 79 Service providing food and beverages

The approved provider and nominated supervisor of ...a service that provides food or a beverage to children ... must ensure that—

- (a) the food or beverage provided is nutritious and adequate in quantity; and
- (b) the food or beverage provided is chosen having regard to the dietary requirements of individual children taking into account—
 - (i) each child's growth and development needs; and
 - (ii) any specific cultural, religious or health requirements.

Penalty: \$2000.

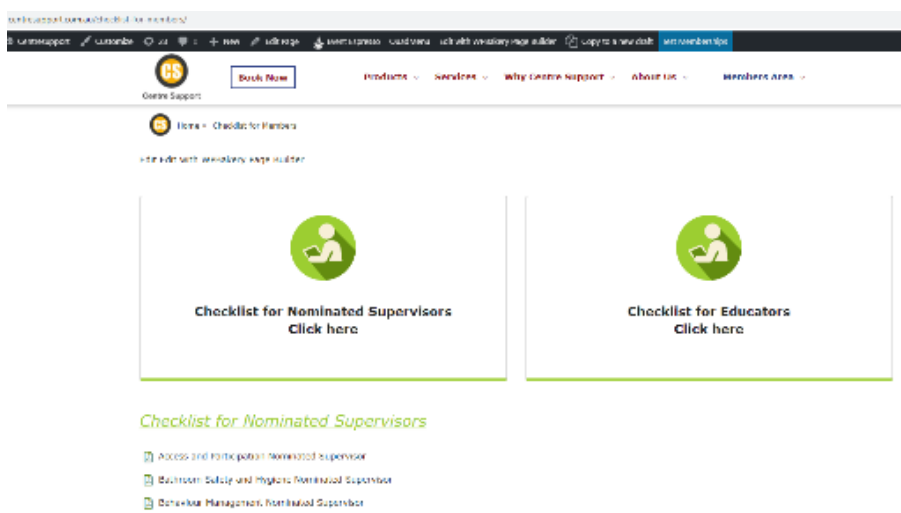
Regulation 80 Weekly menu

The approved provider and nominated supervisor of ...a service that provides food and beverages (other than water) to children ... must ensure that a weekly menu—

- (a) is displayed at a place ... accessible to parents ...; and
- (b) accurately describes the food and beverages to be provided by the service each day.

Penalty: \$1000.

Remember: If you need to use a checklist go to the members area of Centre Support's website where every checklist imaginable is available.



Week 34, 31 October - 4 November 2022 – 2.1.3 Healthy lifestyle

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Compliance test for educators

Instructions: Nominated Supervisor is to conduct the test. Ask one educator at a time in a location that other educators cannot hear or provide support to the educators being asked the question. Record the responses then analyse to see if the educators' responses would place you at risk of a fine. Finally, train the educators that fail to meet the regulations.

Name of educator:

Questions	Response	Pass or Fail
Miss Millie says it's okay to swap apple for pear at afternoon tea time because all the apples are bruised. Is it okay?		
Mr Sam says they should get the one family whose child requires halal food to provide it themselves. Do you think this would be okay?		
Miss Chelsea says they should be more flexible when children are hungry, and provide food outside set meal or snack times? What do you think?		
Mr Hamid says each service has to have a water fountain. Is he correct?		

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Answers from last week - Compliance test for educators

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Name of educator:

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The EL asks why she needs to be involved in performance reviews. Please respond.	The EL is responsible for leading the development and implementation of the educational program (Reg 118). The EL therefore should be aware of the needs and strengths of each educator, and what they need to improve eg mentoring/professional development on certain topics, skill building in certain areas. They have a valuable and important role in the review process.	
Miss Helena asks what the proper performance review procedure is. Please respond.	The NQF Guide confirms there is “no one size fits all approach” but that effective performance reviews include: <ul style="list-style-type: none"> • reviewing –eg job expectations, position description, service philosophy, previous plan and achievements since then • planning – eg building on strengths, setting goals • improving – eg through planned and tailored goals and professional development, working with EL (page 311). 	
Mr Max asks how often the Regs say you must have a performance review. What's the answer?	The Law and Regs don't cover professional development. The NQF Guide talks about 'regular' performance reviews (page 310). It's generally accepted this means at least annually. Reviews should also be carried out when managing 'underperformance, incidents or allegations.'	

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The Federal Government's Fair Work website <https://www.fairwork.gov.au/> has a lot of simple, easy to understand information about employee entitlements as well as some useful templates. Each week we'll share information from the website. This week we're looking at [Workers Compensation](#).

Workers compensation is a form of insurance payment to employees if they are injured at work or become sick due to their work. It includes payments to cover employees':

- wages while they're not fit for work
- medical expenses and rehabilitation.

Employers have to take out workers compensation insurance to cover themselves and their employees. Workers compensation is governed by individual states and territories which each have their own regulator that administers and gives advice on workers compensation issues (eg what employers are required to do after getting insurance) as follows:

- Australian Capital Territory: [WorkSafe ACT](#)
- New South Wales: [State Insurance Regulatory Authority \(NSW\)](#)
- Northern Territory: [NT WorkSafe](#)
- Queensland: [WorkCover Queensland](#)
- South Australia: [ReturnToWork SA](#)
- Tasmania: [WorkCover Tasmania](#)
- Victoria: [WorkSafe Victoria](#)
- Western Australia: [WorkCover WA](#)

General information about workers compensation arrangements is also available from the [Safe Work Australia website](#)