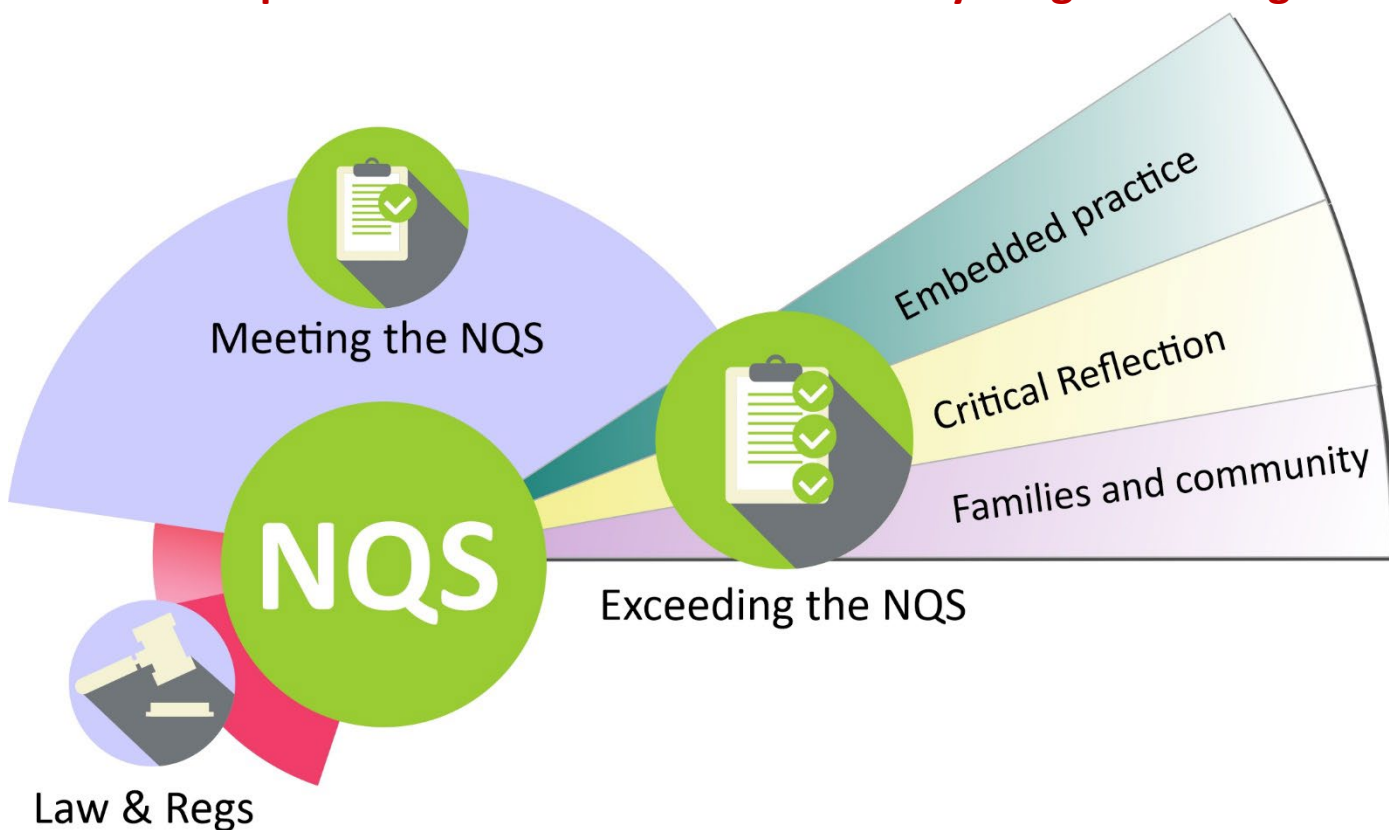


Section 2. Experienced educators – ensure everything is meeting.



First step: We must ensure the Law and Regulations are always met. **Second step:** then we look at the NQS and work through the process of meeting the element. **Third step:** then we can look at and complete the exceeding themes. The logo above shows the effort required to do these three components. It should be easy and take little time to meet the Law and Regulations once you know what is required. Meeting then can become everyday practice, while exceeding takes a lot more time, thinking, connecting to families and community and practice change.

Element 2.2.1 has a lot of regulations attached to it.



Law & Regs

in any other case.

Law Section 165 Offence to inadequately supervise children... must ensure that all children ...are adequately supervised at all times that the children are in the care of that service. **Penalty: \$10 000, in the case of an individual. \$50 000,** in any other case.

Law Section 166 Offence to use inappropriate discipline. The approved provider and nominated supervisor... must ensure that no child ...is subjected to— (a) any form of corporal punishment; or (b) any discipline that is unreasonable in the circumstances. **Penalty: \$10 000, in the case of an individual. \$50 000, in any other case.** A staff member or a volunteer ... must not subject any child being educated and cared for by the service to— (a) any form of corporal punishment; or (b) any discipline that is unreasonable in the circumstances. **Penalty: \$10 000.**

Week 26, 21 to 25 August 2023 – 2.2.1 Supervision

Copyright Centre Support Pty Ltd 2023 The service who has purchased this product is the only service that can use this document. No part of this document can be copied, distributed, passed on or given to a friend outside the service who has not purchased the Centre Support Product. If this occurs Centre Support will take legal action against you personally and the person who has received it.

Law Section 167 Offence relating to protection of children from harm and hazards The approved provider and nominated supervisor... must ensure that every reasonable precaution is taken to protect children ... from harm and from any hazard likely to cause injury. **Penalty: \$10 000, in the case of an individual. \$50 000, in any other case.**

Law Section 170 Offence relating to unauthorised persons on education and care service premises. (2) & (3) The approved provider and nominated supervisor ... must ensure that a person does not remain at the ... premises while children are being educated and cared for ..., unless— (a) the person is an authorised person; or (b) the person is under the direct supervision of an educator or other staff member ... **Penalty: \$1000, in the case of an individual. \$5000, in any other case.**

(5) In this section— authorised nominee,... means a person who has been given permission by a parent or family member of the child to collect the child ...; authorised person means ...(a) a person who holds a

current working with children check or working with children card; or (b) a parent or family member of a child ...; or (c) an authorised nominee of a parent or family member of a child ...

(6) A reference in subsection (5) to a parent or family member... does not include a person— (a) whose access to the child is prohibited or restricted by an order of a court or tribunal of which the approved provider or nominated supervisor ... is aware; or (b) who is an inappropriate person within the meaning of section 171.

Law Section 171 Offence relating to direction to exclude inappropriate persons from education and care premises

The Regulatory Authority may direct an approved provider or nominated supervisor ... to exclude a person whom the Authority is satisfied is an inappropriate person from the ... premises while children are being educated and cared for ... for such time as the Authority considers appropriate.

(2) A person to whom a direction is given under subsection (1) must comply with the direction. **Penalty: \$10 000, in the case of an individual. \$50 000, in any other case.** (3) In this section— inappropriate person means a person— (a) who may pose a risk to the safety, health or wellbeing of any child or children ...; or (b) whose behaviour or state of mind or whose pattern of behaviour or common state of mind is such that it would be inappropriate for him or her to be on the ...service premises while children are being educated and cared for Example A person who is under the influence of drugs or alcohol.

Regulation 82 Tobacco, drug and alcohol free environment. The approved provider ... must ensure that children ... are provided with an environment that is free from the use of tobacco, illicit drugs and alcohol. **Penalty: \$2000.**

Regulation 83 Staff members not to be affected by alcohol or drugs. **Penalty (approved provider and nominated supervisor): \$2000.**

Regulation 99 Children leaving the education and care service premises The approved provider and nominated supervisor ... must ensure that a child ... does not leave the ... service premises except in accordance with subregulation (4). **Penalty: \$2000.**

Regulation 100 Risk assessment must be conducted before excursion **Penalty: \$2000.**

Regulation 101 Conduct of risk assessment for excursion

Regulation 102 Authorisation for excursions **Penalty: \$1000.**

Regulation 102B Transport risk assessment must be conducted before service transports a child

Regulation 102C Conduct of risk assessment for transporting of children by the education and care service

Regulation 102D Authorisation for service to transport children

Evidence to show compliance –

Adequate Supervision and Protection:

Conduct regular supervisory checks and maintain a documented plan for constant child supervision. Regularly inspect the premises to identify and address potential risks and hazards. Implement a positive behaviour guidance policy that prohibits corporal punishment or unreasonable discipline.

Control of Access: Enforce a strict access control policy to permit entry only to authorized individuals. Maintain a visitor register and ensure supervised visits. Comply with directives to exclude inappropriate persons from the service premises.

Tobacco, Drug, and Alcohol-Free Environment:

Communicate and enforce a no-smoking policy throughout the premises. Implement policies prohibiting drugs and alcohol, and communicate expectations to staff. Ensure staff are free from the influence of alcohol or drugs during work hours.

Safety during Excursions and Transportation:

Conduct thorough risk assessments for excursions, considering transportation safety and location hazards. Obtain necessary authorisations and ensure precautionary measures are in place. Regularly review and update transportation risk assessments, including vehicle maintenance and seatbelt usage.

Prevention of Unauthorised Departures: Implement secure sign-in and sign-out procedures for children.

Train staff on release procedures and identity verification. Regularly review and update policies to prevent unauthorised departures, including drills or simulations.

Week 26, 21 to 25 August 2023 – 2.2.1 Supervision

Copyright Centre Support Pty Ltd 2023 The service who has purchased this product is the only service that can use this document. No part of this document can be copied, distributed, passed on or given to a friend outside the service who has not purchased the Centre Support Product. If this occurs Centre Support will take legal action against you personally and the person who has received it.



Meeting the NQS

Looking at the element in detail - A service reviewed what the NQF Guide said about element 2.2.1 and understood educators:

- need to supervise children at all times to ensure their safety
- always need to be alert for potential hazards that may endanger children or cause accidents and injuries
- need to take actions (reasonable precautions) to remove or minimise identified risks of harm to children.

Assess your practice first.

Read the below description and evaluate it in relation to your practices.

Meeting – Educators' supervision procedures contribute to children's safety:

Establishing Supervision Plans: Educators develop comprehensive supervision plans that outline the specific areas, activities, and routines where supervision is required. These plans ensure that children are adequately supervised at all times and help educators stay organized and attentive to their responsibilities.

Maintaining Active and Visible Supervision:

Educators actively and visibly supervise children to monitor their actions, interactions, and movements. This includes maintaining a physical presence, engaging in conversations with children, and being attentive to their needs and behaviours.

Assessing and Adjusting Supervision Levels:

Educators assess the environment, activities, and the needs of individual children to determine appropriate supervision levels. They recognize that certain activities or environments may require increased supervision to ensure children's safety. For example, during water play or outdoor excursions, educators may increase supervision levels due to the inherent risks involved.

Implementing Group Management Strategies:

Educators use effective group management strategies to ensure that children are supervised within a group

setting. This may include organizing children into smaller groups, assigning specific roles to educators, and maintaining clear lines of sight and communication within the group.

Collaborating with Families and Stakeholders:

Educators work collaboratively with families and other stakeholders to ensure consistent and coordinated supervision. They exchange information about children's individual needs, discuss any safety concerns, and seek input from families to enhance supervision practices.

Example of an Activity Promoting Children's Safety or Health:

During mealtime, educators incorporate learning experiences that promote children's safety and health. For example, they discuss the importance of handwashing before and after meals, demonstrate proper handwashing techniques, and encourage children to practice hand hygiene. Educators also discuss safe eating habits, such as sitting at the table and chewing food thoroughly, to prevent choking incidents.

Examples of Reasonable Precautions at the Service:

- Regular safety checks of the indoor and outdoor environments to identify and address potential hazards, such as loose cords, sharp edges, or slippery surfaces.
- Implementation of appropriate risk management strategies during excursions, including thorough risk assessments, adequate supervision ratios, and adherence to safety guidelines. Provision of age-appropriate safety equipment and resources, such as safety gates, outlet covers, and properly fitted helmets for outdoor play.
- Maintenance of up-to-date first aid kits and staff training in first aid and emergency response procedures.
- Implementation of stringent hygiene practices, including regular cleaning and disinfection of surfaces, toys, and equipment, as well as proper handling and storage of food to prevent foodborne illnesses.

If you are doing similar practices to the example, use the below questions to help you write your 'meeting' description so you can add it to your QIP.

Week 26, 21 to 25 August 2023 – 2.2.1 Supervision

A MEETING QIP and Self-Assessment Tool (SAT)

Please discuss the way educators' supervision procedures/arrangements ensure children are protected from harm and hazards. Include any supervision plans at the service, and when supervision levels may need to increase.

Please give an example of an activity or routine where you included learning to promote children's safety or health.

Please give at least 5 examples of 'reasonable precautions' you take at the service. (Many of these will be work, health and safety type actions.)

If you and your educators need to learn how to do the above to achieve meeting, proceed to the next page.

Week 26, 21 to 25 August 2023 – 2.2.1 Supervision

Copyright Centre Support Pty Ltd 2023 The service who has purchased this product is the only service that can use this document. No part of this document can be copied, distributed, passed on or given to a friend outside the service who has not purchased the Centre Support Product. If this occurs Centre Support will take legal action against you personally and the person who has received it.