

List of Early Childhood Policies

- ❖ Organisational Chart
- ❖ Mission Statement (Philosophy)
- ❖ Jumbunna Information Book/Service Charter

Quality Area 2: Children's Health and Safety

- QA 2a Animals in the Environment
- QA 2b Delivery and Collection of Children
- QA 2c Child Protection
- QA 2d Cleaning and Maintaining the Environment
- QA 2e Emergency & Evacuation (plus attachment)
- QA 2f Environment Statement
- QA 2g Environment Sustainability
- QA 2h Excursions, Excursion Form and Excursion Risk Management Plan
- QA 2i Family Participation and Communication
- QA 2j Administration of First Aid (plus attachments)
- QA 2k Incident, Injury, Trauma & Illness (plus attachments)
- QA 2l Indoor & Outdoor Environment
- QA 2m Dealing with Infectious Diseases (plus attachment)
- QA 2n Dealing with Medical Conditions (plus attachments)
- QA 2o Medication Administration (plus attachments)
- QA 2p Medication and Health Statement
- QA 2q Nutrition, Food, Beverages and Dietary Requirements
- QA 2r Providing a Child Safe Environment
- QA 2s Safe Sleep and Rest Time
- QA 2t Safe Storage of Dangerous Goods
- QA 2u Sun Protection
- QA 2v Water Safety
- QA 2w Transportation of Children
- QA 2x Dealing with COVID-19 (plus attachments)
- QA 2y Safe Arrival of Children
- QA 2z Supervision

Quality Area 4: Staffing Arrangements

- QA 4a Parts 1, 2 and 3 Code of Conduct (plus attachments)
- QA 4b Determining Responsible Person
- QA 4c Staff Selection Policy
- QA 4d Participation of Volunteers & Students (plus attachment)
- QA 4e Leave Policy
- QA 4f Leave Without Pay Policy

Quality Area 5: Relationships with Children

- QA 5a Interactions with Children

Quality Area 6: Collaborative Partnerships with Families and Community

- QA 6a Enrolment & Orientation

Quality Area 7: Leaderships & Service Management

- QA 7a Acceptance & Refusal of Authorisation
- QA 7b Complaints Handling & Feedback (plus attachment)
- QA 7c Privacy and Confidentiality
- QA 7d Fees (plus Fee Attachment 1)
- QA 7e Fraud and Corruption Policy
- QA 7f Governance & Management
- QA 7g Information Technology
- QA 7h Privacy Collection Statement
- QA 7i Privacy Online
- QA 7j Staff Uniform Policy
- QA 7k Workplace Discrimination and Harassment Policy
- QA 7l Children in the Workplace

Approved at AGM ...by Senior Management Team

Date ...26th February 2024