

# Edgeworth Child Care Centre Inc.

## Equipment Policy

### Aim

All equipment & toys purchased for the service will meet Australian Safety Standards & be appropriate to the developmental stages, interests and culture of the children in care. Toys of war are considered inappropriate to the service's aim of providing a safe and caring environment.

All educators and other staff members will be diligent to ensure that all equipment and toys are kept in a thoroughly safe, clean and hygienic condition and in good repair at all times, and stored in a safe manner. Children will be taught to use equipment appropriately.

In consultation with educators and other staff, the Approved Provider/Nominated Supervisor will determine which equipment is most appropriate taking into account; durability, easy maintenance, cost, benefit to the children's program.

### Legislative Requirements

Australian Standards; Fair Trading Act 1987 (NSW)  
Competition and Consumer Act 2010  
Education and Care Services National Law Act 2010  
Education and Care Services National Regulations 2011  
Work Health and Safety Act 2011  
Work Health and Safety Regulations 2011

### Who is affected by this policy?

Children  
Families  
Staff  
Management

### Implementation

- An up to date inventory of equipment will be kept by the Approved Provider.
- The Approved Provider will be responsible for the purchase of all new items of equipment.
- Educators and staff input on compiling a prioritised list of items of equipment will be sought at least twice a year.
- Parents/guardians will be invited to provide information about the toys/activities their children enjoy at the time of enrolment and at intervals thereafter.
- All new equipment will be checked against Australian Safety Standards.
- Children will be carefully introduced to new toys & pieces of equipment and taught how to use and care for them appropriately.
- Equipment that should only be used under supervision will be stored in a safe place.

- Wading or paddling pools will only be used under the direct supervision of staff members. When not in use this equipment will be emptied and stored in such a manner that it cannot collect water.
- Children will only use a trampoline whilst under the direct supervision of staff members.
- Equipment will be checked regularly by the staff to ensure it is in a clean and safe condition.
- The Approved Provider/Nominated Supervisor will advise the staff and parent committee about the purchase of new equipment and ensure a risk assessment is carried out.
- All equipment purchased for the service will be within budget limitations.

Further reading:

Kidsafe Playground Safety Information Sheets

<http://www.kidsafensw.org/information-sheets/playground-safety/>

- A Risk Management Approach
- AS4685: Main Changes to the Standard
- AS4685 Impact Areas Ready Reckoner
- Bike Tracks
- Falling Space and Impact Area
- Fencing Playspaces
- Mounds for Play
- Moveable Equipment
- Moveable Equipment Safety Checklist
- Natural Playspaces
- Outdoor Gyms
- Playground Safety Management System
- Playground Surfacing
- Portable Mats
- Protection Against Falling
- Safe Play for Backyards
- Sandpits
- Shade in Playspaces
- Slides
- Stepping Stones
- The Importance of Research for Playground Development
- Timber in Playspaces
- Trampolines
- Tree Climbing

**The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.**

## Sources

**Education and Care Services National Law Act 2010**

**Education and Care Services National Regulations 2011**

**Work Health and Safety Act 2011**

**Work Health and Safety Regulations 2011**

**Choice [www.choice.com.au](http://www.choice.com.au) Retrieved: 26 10 16**

**Product Safety Australia [www.productsafety.gov.au](http://www.productsafety.gov.au) Retrieved: 26 10 16**

**Product Safety Recalls Australia [www.recalls.gov.au](http://www.recalls.gov.au) Retrieved: 26 10 16**

**WorkCover [www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au) Retrieved: 26 10 16**

**Kid Safe NSW Fact Sheets 2015 [www.kidsafensw.org](http://www.kidsafensw.org) Retrieved: 26 10 16**

## **Review**

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

**Reviewed: 26 October 2016**

**Date for next review: October 2017**