

Edgeworth Child Care Centre Inc.

Use and Storage of Dangerous Goods Policy

Aim

The Education and Care Services aim is ensure that the working environment at Edgeworth Child Care Centre is a safe place for all Children, Staff, Parents and Visitors. We will establish and implement a set of procedures which will ensure a safe environment is maintained, and potential hazards eliminated through the correct storage of dangerous goods.

Legislative Requirements

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?

Child
Staff
Parents
Visitors
Management

Implementation

When using or storing any chemicals, dangerous substances or dangerous equipment, the Approved Provider/Nominated Supervisor will:

- Choose least hazardous chemicals, products or equipment.
- Choose chemicals or medicines with child restraint lids or caps.
- All dangerous cleaning materials, disinfectants, poisonous and other dangerous substances and medications are kept in a child resistant container that is labelled with a description of its contents and directions for their use.
- Edgeworth Child Care Centre will provide storage facilities that are secure and inaccessible to children for the following types of items:
 - All cleaning materials, including detergents.
 - Poisonous and other dangerous substances.
 - Dangerous tools and equipment.
 - Toiletries.
 - Medications.
 - First aid equipment.
 - Emergency medical equipment and drugs.
 - Jagged or sharp objects that pose a hazard to children.
 - If any of the above substances need to be refrigerated, they will be stored in a labelled child resistant container, in a part of the refrigerator inaccessible to children.

- A Material Safety Data Sheet (MSDS) will be stored with the substance; all staff will be aware of the safety and first aid information in the MSDS.
- Ensure the MSDS has the following information on it:
 - Potential health effects.
 - Precautions for use.
 - Safe storage suggestions.
 - Emergency first aid instructions.
 - Contact number and further information.
- The staff will wear appropriate personal protective clothing in accordance with manufacturer's instructions when using or disposing of hazardous chemicals or substances.
- The centre will seek medical advice immediately if poisoning, or potentially hazardous ingestion, inhalation, skin or eye exposure has occurred, or call the Poisons Information Line on **131126**, or call an ambulance, dial **000**.

The Approved Provider/Nominated Supervisor will ensure 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
 WorkCover NSW www.workcover.nsw.gov.au Retrieved 26 10 16
 Better Health Channel www.betterhealth.vic.gov.au Retrieved 26 10 16
 Kids and Poisons <http://kidshealth.schn.health.nsw.gov.au/projects/poison-safety>
 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