

FACILITIES - Fit & Proper Assessment of Family Day Care Educators and Adults Residing at the Family Day Care Residence Policy

National Quality Standards- Quality Area 7: Leadership and management

7.1.2	Management Systems are in place to manage risk and enable the effective management and operation of a quality service
-------	---

Education and Care Services National Regulations

119	Family Day Care Educator and Family Day Care Educator assistants to be at least 18 years of age
127	Family Day Care Educator Qualifications
136	First Aid Qualifications
144	Family Day care Educator Assistants
168	Education and care services must have policies and procedures
163 (1), (2)	Residents at the family day care residence and family day care educator assistants to be fit and proper
169	Additional policies and procedures – family day care service

Related Policies:

Home visits and monitoring policy
 Keeping a register of family day care educators

Purpose:

To ensure the safety, wellbeing, and education of children

Scope:

Family Day Care (FDC) Educators, Relief Educators, Assistants, and adults residing at the FDC premises.

Policy:

At Mt Alexander Family Day Care we ensure thorough measures are taken to ensure educators and any adults residing at the FDC residence are fit and proper persons to be in the company of children.

Implementation:

The Family Day Care Service will ensure that:

- Educators working with children or residing on the premises are fit and proper by certifying that working with children checks are carried out in accordance with the Education and Care Services National Regulations
- Educators and potential Educators provide relevant documentation demonstrating they are a fit and proper person
- Any person residing at the residence who is turning 16 years of age completes a working with children check
- The Family Day Care Educator is over the age of 18 years of age
- Educators hold a current First Aid Certificate
- Educators hold a current Asthma and Anaphylaxis Emergency Management Certificate
- Relevant bodies are notified in writing of any changes to residents or persons intending to reside who are over the age of 16 years of years.
- A record of Educators, Nominated Supervisors, volunteers and students engaged in the service is maintained and kept up to date.

Source: The Guide to the National Quality Standards

Education and Care Services National Regulations <https://www.legislation.nsw.gov.au/>

Australian Children's Education and Care and Quality Authority (ACECQA) <https://www.acecqa.gov.au/>

Created: Dec 2019

Review: March 2020