

**Bush Kinder Identification and Visibility Policy**

***NQS: Quality Area 2***

**Purpose**

This policy aims to:

* Clearly define ways in which Bush Kinder participants are clearly visible to staff and volunteer helpers, and clearly identifiable to other users of Braeside Park to ensure the safety of all participants.
* The manner in which the Bush Kinder site is marked and signed to enable identification by users of Braeside Park and to communicate some key messages to optimise the Bush Kinder program and experience.

**Policy Statement**

**1. Values**

Elonera Preschool is committed to

* Providing a safe and healthy environment for children, staff and volunteers participating in the Bush Kinder program;
* Being respectful of the community space that the Bush Kinder site offers while ensuring the safety of participants at all times in response to external influences and risks;
* Being mindful that members of the public may be interested in the Bush Kinder program, but ensuring that the program is not interrupted or disturbed by other park users.

**2. Scope**

This policy applies to children, parents/guardians, staff, committee members, authorised persons, volunteer helpers and students on placement with Elonera Preschool.

**3. Background and Legislation**

Elonera Preschool Bush Kinder is conducted in a Parks Victoria site where there is considerable planning and monitoring to ensure the safety of all users. From time to time there may be breaches in safety (e.g. the sighting of stray dogs in the area) and it is important that all participants in the Bush Kinder program, both children and adults, are easily identifiable to each other and Park users as a discrete group. It is also critical that children participating in the program are clearly visible to all staff and volunteers. In addition, appropriate signage must be visible to members of the public in the vicinity of the Bush Kinder site asking that they respect the education program underway and do not disturb the program in any way.

Relevant legislation includes but is not limited to:

• Occupational Health and Safety Act 2004

• Occupational Health and Safety Regulations 2007

• Occupational Health and Safety Compliance Codes, First Aid in the Workplace (2008)

• Education and Care Services National Law Act 2010 (National Law)

• Education and Care Services National Regulations 2011 (The Regulations) and the

National Quality Standard (Schedule 1 of the Regulations).

**4. Definitions**

* **Identifiable clothing:** Participants (children and adults) in the Bush Kinder Program will be clearly identifiable by High Visibility vests with the logo of Elonera Preschool clearly displayed on the pocket. Staff will wear ID lanyards and high visibility vests, as will volunteer helpers. The intention is to have participants, children, staff and volunteer helpers, clearly visible as part of the same Bush Kinder group. Elonera Preschool will supply the High Visibility vests to all participants, and identification lanyards to volunteer helpers. Elonera Preschool will also provide each child with a legionnaires hat to wear during the session during periods defined by the Sun Protection Policy.

Suggested/sample wording for the signage is detailed in Attachment 1.

**5. Sources and related Policies**

* Excursion & Regular Outing Policy
* Bush Kinder Delivery & Collection of Children Policy (Bush Kinder Specific)
* Bush Kinder Extreme Weather Policy (Bush Kinder Specific)
* Bush Kinder Identification and Visibility Policy (Bush Kinder Specific)
* Bush Kinder Emergency Evacuation Policy (Bush Kinder Specific)
* Bush Kinder Dog Awareness Policy (Bush Kinder Specific)
* Bush Kinder Protective Clothing Policy (Bush Kinder Specific)
* Occupational Health & Safety Policy
* Incident, Illness, Trauma & Illness Policy
* Clothing Policy
* Sun Protection Policy
* Water Safety Policy
* Supervision of Children Policy
* Child Safe Environment Policy

**Procedures**

**General**

**The Committee is responsible for:**

* Providing appropriate signage for the Bush Kinder site as detailed in this policy.
* Providing appropriate identifiable clothing as detailed in this policy for Bush Kinder participants.
* Ensuring staff are appropriately trained in procedures for dealing with dogs, onlookers etc.

**Staff are responsible for:**

* Placing Bush Kinder signage as detailed in this policy in appropriate places at the Bush Kinder site;
* Requesting in as diplomatic a fashion as possible that interested onlookers move on so as not to disturb the education program underway;
* Ensuring all participants are wearing identifiable clothing

**Parents/guardians are responsible for:**

• Reading and being familiar with the policy

• Bringing relevant issues to the attention of both staff and committee

**Evaluation**

**Evaluation**

In order to assess whether the policy has achieved the values and purposes the committee of management will:

* Seek feedback regarding this policy and its implementation with parents of children participating in the Bush Kinder program. This can be facilitated through discussions and the annual centre survey.
* Ask staff to share their experiences and observations in relation to the effectiveness of this policy.
* Regularly review the policy and centre practices to ensure they are compliant with any new legislation, research or best practice procedures.

**Attachments**

Attachment 1:

Sample wording for Bush Kinder Signage.

**Authorisation**

Endorsed by the Elonera Preschool Committee of Management on 18th August 2020.

This policy will be reviewed every year and is next due for formal Committee review in September 2022, unless deemed necessary earlier.

**Attachment 1:**

Sample Wording for Bush Kinder Signage.

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| Bush Kinder is now in progress.  Our children at play in nature.  Visit our website: www.elonera.kin@kindergarten.vic.gov.au |