

(Revised October 2023)

## **Policy Statement:**

The Mueller College Outside School Hours Care Service Management recognizes that from time to time, students may have additional support in the event of soiling themselves. Thus, the Service seeks to ensure that the student's health and safety with personal hygiene is supported while protecting their dignity and sense on agency.

## **National Quality Standard (NQS):**

**Quality Area**      **1: Educational Program & Practice**  
                              **2: Children's Health & Safety**  
                              **7: Governance & Leadership**

<b>1.2</b>	<b>Practice</b>	Educators facilitate and extend each child's learning and development.
1.2.3	Child directed learning	Each child's agency is promoted, enabling them to make choices and decisions that influence events and their world.
<b>2.1</b>	<b>Health</b>	Each child's health and physical activity is supported and promoted.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
<b>7.1</b>	<b>Governance</b>	Governance supports the operation of a quality service.
7.1.2	Management systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.

## **Education and Care Services National Regulations**

77	<p>Health, hygiene and safe food practices</p> <p>(1) The approved provider of an education and care service must ensure that nominated supervisors and staff members of, and volunteers at, the service implement—</p> <p>(a) adequate health and hygiene practices; and</p> <p>(b) safe practices for handling, preparing and storing food—to minimise risks to children being educated and cared for by the service.</p> <p>Penalty: \$2000.</p> <p>(2) A nominated supervisor of an education and care service must implement, and ensure that all staff members of, and volunteers at, the service implement—</p> <p>(a) adequate health and hygiene practices; and</p> <p>(b) safe practices for handling, preparing and storing food—to minimise risks to children being educated and cared for by the service.</p> <p>Penalty: \$2000.</p>
106	<p>Laundry and hygiene facilities</p> <p>(1) The approved provider of an education and care service must ensure that the service has—</p> <p>(a) laundry facilities or access to laundry facilities; or</p> <p>(b) other arrangements for dealing with soiled clothing, nappies and linen, including hygienic facilities for storage prior to their disposal or laundering—that are adequate and appropriate for the needs of the service.</p> <p>(2) The approved provider of the service must ensure that laundry and hygienic facilities are located and maintained in a way that does not pose a risk to children.</p>
155	<p>Interactions with children</p> <p>An approved provider must take reasonable steps to ensure that the education and care service provides education and care to children in a way that—</p> <p>(a) encourages the children to express themselves and their opinions; and</p> <p>(b) allows the children to undertake experiences that develop self-reliance and self-esteem; and</p> <p>(c) maintains at all times the dignity and rights of each child; and</p> <p>(d) gives each child positive guidance and encouragement toward acceptable behaviour; and</p> <p>(e) has regard to the family and cultural values, age, and physical and intellectual development and abilities of each child being educated and cared for by the service.</p>

## **Education and Care Services National Law**

301 (3,f)	Requirements and standards to be complied with for safety, security, cleanliness, comfort, hygiene and repair of premises, outdoor spaces, fencing, gates, resources and equipment used for providing education and care services;
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## **Objective:**

Mueller College Outside School Hours Care is committed to ensuring cleanliness and hygiene are upheld to support the health and safety of all students, staff and families accessing the Service. This procedure outlines the expectations for the safe storage of soiled items.

## **Procedures:**

- Students who have soiled themselves have free access to fresh clothes in the disabled toilet.
- Children are encouraged to place their own soiled clothes in the snap lock bags provided and wash their hand thoroughly before returning to play.
- Staff are to wear gloves at all times when helping students with soiled clothes.
- Once the soiled clothes are secure in the bag students should give them to staff to store in the locked cupboard of reception until they are given directly to their parent / guardian upon collection of the student.
- Staff should ensure that soiled clothes are not placed in student bags.

## **REFERENCES:**

- Education and Care Services National Law Act 2011, Current as at March 2023
- Education and Care Services National Regulations, Current as at October 2023
- Guide to the National Quality Framework, Revised July 2023
- National Quality Standard, Revised 1 February 2018
- Guide to the National Quality Standard, Revised May 2022

## **See Also:**

- Mueller OSHC Infectious Disease Policy & Policy
- Mueller OSHC Hand Washing & Hygiene Policy & Procedure
- Mueller OSHC Students Requiring Toileting Assistance Policy & Procedure
- Mueller OSHC Respect for Students Policy & Procedure