

Building and Equipment



Policy

- The building, equipment and grounds are to be maintained so that children in our care are kept safe and secure. The care, maintenance and cleaning of all equipment is of paramount importance and staff are to ensure regular checks are undertaken. Managing risks is the process of eliminating risks to health and safety, but if this is not possible, risks must be minimised so far as is reasonably practicable.

Background

- New work health and safety (WHS) laws replaced the occupational health and safety (OHS) laws in NSW on January 1, 2012 and are our guide in these areas. These new laws will provide greater consistency, certainty and clarity across Australia making it easier to understand our workplace health and safety duties. They aim to reduce accidents and ensure both workers and clients are protected from potentially dangerous situations.
- Model Codes of Practice provided by the government are practical guides to achieving the standards of health, safety and welfare required under the Work Health and Safety (WHS) Act and the Work Health and Safety (WHS) Regulations. The Codes of Practice that deal with the management of the work environment and facilities cover:
 - the physical work environment, such as workspace, lighting and ventilation
 - facilities for workers, including toilets, drinking water, washing and dining areas, change rooms, personal storage and shelter
 - remote and isolated work
 - emergency plans.

Practices

- Educators will:
 - ensure they are familiar with the model codes of practice referred to above and any recent changes to them
 - complete daily checks of building on days when the Centre is open
 - report unsafe conditions of the building, outside play area and/or equipment to the WH & S Officer who will keep the management of the Centre aware of any unsafe conditions or faulty equipment
 - check equipment regularly for faults and withdraw from use if necessary
 - keep furniture in good repair and ensure it is suitable for the age group involved in its use.
 - ensure that cleaning and medical supplies and all hazardous chemicals are kept out of reach of children by storing them in key-locked or child-proof cupboards. Note that cleaning materials and fly spray should not be kept in kitchen or food preparation areas.
 - ensure electrical appliances and cords are to be kept out of the reach of children.
 - The building will be sprayed for vermin control at least annually at a weekend.

All electrical appliances will be checked annually and tagged by a qualified electrician.

Sources

- Work Cover – www.safework.nsw.gov.au (accessed November 9, 2022)
- Kidsafe NSW – www.kidsafensw.org (accessed November 9, 2022)

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