

POLICY STATEMENT

Mallee COGS shall purchase equipment and toys that meet Australian Safety Standards and are appropriate to the developmental stages, interests and cultures of the children in their care. (Toys of war are considered inappropriate to the Service's aim of providing a safe and caring environment.) All staff members will be diligent in ensuring that all equipment and toys are kept in a thoroughly safe, clean and hygienic condition, are in good repair at all times and stored in a safe manner.

For the purposes of this Policy, "parents" includes parents, guardians and families.

Rationale:

Children should be cared for in an environment that is both challenging and safe.

Children need:

- Safety, enjoyment and challenges
- Developmentally appropriate equipment
- Be actively encouraged and supported to use equipment appropriately.

Parents need:

- To know their children are safe, enjoying themselves, learning new things
- Equipment to be culturally inclusive and appropriate and suitable for different ages and Levels of development
- Their children to be taught to care for things.

Staff need:

- Equipment that is easy to maintain in a safe condition, appropriate to program of activities, easy to store and move.

COGS Management requires:

- Price of equipment to be within budget
- An inventory of equipment for insurance & budget requirements be developed and maintained
- Equipment to be durable and easily maintained
- Equipment appropriate to the storage space available, and
- Shared use of equipment where this is negotiable.

Other relevant Policies/Procedures:

Equipment procedure 3.02.01

QA3 Physical Environment

Standard 3.1	Design	The design of the facilities is appropriate for the operation of a service.
Element 3.1.1	Fit for purpose	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.
Element 3.1.2	Upkeep	Premises, furniture and equipment are safe, clean and well maintained.

Element 3.2.2	Resources support play-based learning	Resources, materials and equipment allow for multiple uses, are sufficient in number, and enable every child to engage in play-based learning.
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Regulations:

- Regulation 103 – Premises, furniture and equipment to be safe, clean and in good repair
- Regulation 105 – Furniture, materials and equipment

Legislation:

Australian Standards;
 Fair Trading Act 1987 (SA);Version 1.1.2011
 Trade Practices Act 1974 (Commonwealth);
 Educational and Early Childhood Services (Registration and Standards) Act 2011
 ACECQA – Australian Children’s Education and Care Quality Authority

Policy Name and Version No.	Equipment policy version 1.1
Previous Policy Review Date	November 2011
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Responsibility	COGS Child Care Coordinator