

Policy Area 1 – Educational Program & Practice

Policy Number	Policy Name	Version	Review Due
P-1.1	Daily Routines	v.3	Oct 2023
P-1.2	Educational Programs	v.4	Oct 2023
P-1.3	Television, Films, Music, Electronic Devices, Electronic Games and the Internet	v.3	Oct 2023
P-1.4	Extracurricular Activities	v.4	Oct 2025
P-1.5	Physical Activity	NEW	Aug 2026

P-1.1 Daily Routines



POLICY STATEMENT

We aim to provide daily routines that meet the needs of school-aged children. The daily routine will reflect the children's right to play and leisure as well as include necessary health and safety measures.

SCOPE	COPE					
This policy applies t	This policy applies to all DEBASCA stakeholders.					
ASSOCIATED DOCU	MENTS					
National Quality	1.1.1, 1.1.2, 1.1.3					
Standards						
National	Reg 73-81					
regulations						

DEFINITIONS	
DEBASCA	Denistone East Before and After School Care Association

RESPONSIBILITIES

Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS

Personnel having responsibilities under this procedure will be appropriately trained.

PROCEDURE

- 1 A daily routine will be developed and followed through by the staff. Staff will ensure children understand the daily routine.
- 2 The routine will reflect the DEBASCA's philosophy of care.
- 3 The routine will be structured around regular events of the day such as arrival, departure, school drop-off and collection, morning and afternoon tea, and lunch during vacation care time.
- 4 Relevant parts of the routine will take into consideration children's needs (e.g. children have afternoon tea within a reasonable time frame).
- 5 The routine will be adapted to meet the varying and changing needs of the children in relation to before school, after school, vacation care and seasonal conditions.
- 6 The routine will be recorded and displayed where staff, parents and children can clearly see it. Information on the routine will be made available in the family handbook.
- 7 The routine will be flexible to meet the needs of the children and allow for spontaneity and enjoyment at DEBASCA, where possible.
- 8 The routine will be regularly evaluated at staff meetings and any changes reported to staff, children and committee.
- **9** Where relevant, children will be consulted on different aspects of the routine.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.1	Oct 2020	3	2	Management Committee	Oct 2023

P-1.1 Daily Routines



CHANGE	Version	Amendment Details	Date Amended
HISTORY	New	Reformatted DEBASCA policies	Nov 2013
	1	Reformatted policy number: E-1 to P-1.1	August 2016
	2	Minor editing, updated to Revised NQS	August 2018
	2	Minor edits	Oct 2020
	3	Added second sentence to clause 6	

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.1	Oct 2020	3	2	Management Committee	Oct 2023

P-1.2 Educational Program



POLICY STATEMENT

We aim to develop and implement a balanced educational program that is stimulating, interesting and exciting, which allows opportunities for children to play, explore and develop new skills, and is appropriate to the developmental and leisure needs of all children. DEBASCA's program will reflect the cultural diversity of today's society. Children and parents are encouraged to be actively involved in the planning, implementation and evaluation of the program.

SCOPE

This policy applies to all DEBASCA stakeholders.

ASSOCIATED	DOCUMENTS
	200000000

Education and Care Services National Regulations, 73, 74, 75, 76 Education and Care Services Act 2010, section 168, 323 National Quality Standard Area 1.1, 1,2, 1.3

DEFINITIONS

DEBASCA Denistone East Before and After School Care Association

RESPONSIBILITIES

Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS

Personnel having responsibilities under this procedure will be appropriately trained.

PROCEDURE

- 1 The Director and staff members will be responsible for the development of a child-centered educational program, which reflects the philosophy of DEBASCA and meets the social, physical, recreational, intellectual, creative and emotional developmental needs of the children attending, as well as the outcomes of the National Quality Framework for School Age Care ('My Time, Our Place').
- 2 The educational program is to contribute to the following outcomes for each child—
 - (a) the child will have a strong sense of identity;
 - (b) the child will be connected with and contribute to his or her world;
 - (c) the child will have a strong sense of wellbeing;
 - (d) the child will be a confident and involved learner;
 - (e) the child will be an effective communicator.
- **3** Educational programs will be developed for all aspects of DEBASCA, i.e. before school, after school, vacation care and school staff development days.
- **4** Evidence about the development of the program will be documented.
- 5 Information about the contents and operation of the educational program will be displayed at DEBASCA at a place accessible to parents of children being educated and cared for by the service; and a copy of the educational program will be available at the premises.
- 6 Parents will be provided with the following information on request—
 - (a) information about the content and operation of the educational program so far as it relates to that child;
 - (b) information about the child's participation in the program;
- 7 The written educational program will be prepared in advance. Weekly programs will be displayed and available online for

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.2	Oct 2020	4	3	Management Committee	Oct 2023

P-1.2 Educational Program



parents, children and staff. These will be recorded and archived in a programming folder.

- 8 Training in children's programming and activities will constitute part of staff development and be included as an item in the centre's budget each year.
- **9** Staff, children and parents are encouraged to incorporate their views, ideas and specific interests into the educational program.
- **10** Feedback and input from staff, children and parents in relation to the educational program will be encouraged.
- **11** Staff will use a variety of methods to find out children's interests, e.g. surveys, discussions with parents and enrolment form.
- **12** Children will be encouraged to be actively involved in the planning, implementation and evaluation of the educational program.
- **13** A written educational program for vacation care indicating excursions and times will be provided for parents prior to vacation care starting.
- **14** The educational program will be flexible to meet the needs of the children and allow for spontaneity and enjoyment at DEBASCA.
- **15** Staff will interact with children and where appropriate participate in activities and encourage children to try new activities.
- **16** The educational program will be evaluated on an ongoing basis to ensure it is meeting the needs of individual children and the families in DEBASCA.
- **17** Special group activities may be organised as part of the educational program according to needs and interests. They should be implemented where there are suitable numbers and adequate staffing levels can be maintained.
- **18** Excursions and incursions (visitors to the service) may be organised as part of the educational program. This will be done so with prior notice and written permission, in accordance to regulatory requirements.
- **19** The educational program will allow time for the children to relax and rest. To facilitate this we will have a variety of lounges, book reading corners, floor cushions available.
- **20** Physical activities will be catered for in our planned and spontaneous activities, both in and outdoors.

21 Program Content

The educational program is to:

- 21.1 Promote the importance of play in the child's life.
- 21.2 Reflect the cultural and language diversity of the local and wider community.
- 21.3 Consider all developmental areas.
- 21.4 Consider the age range of children.
- 21.5 Consider individual and group interests, needs, skills, talents and abilities. Be balanced by providing a range of indoor/outdoor activities, quiet/active times and areas, structured/unstructured activities.
- 21.6 Provide a variety and choice of activities for the children.
- 21.7 Be stimulating, interesting and exciting, to allow for opportunities to explore and develop new skills.
- 21.8 Provide a variety of toys and equipment available to all children regardless of age or sex.
- 21.9 Foster children's independence and self help skills.
- 21.10 Foster friendships and encourage co-operative and responsible behaviour among children.
- 21.11 Provide children with opportunities for self-expression and self-direction.
- 21.12 Provide an environment that will foster the child's self esteem.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.2	Oct 2020	4	3	Management Committee	Oct 2023

P-1.2 Educational Program



- 21.13 Help children develop self-discipline skills through positive example and direction.
- 21.14 Help children to appreciate and care for each other and their surroundings.
- 21.15 Make the children feel welcomed and valued at DEBASCA.

CHANGE	Version	Amendment Details	Date Amended
HISTORY	New	Reformatted DEBASCA policies	Dec 2014
	1	Added clause 15 and 16	Nov 2015
	2	Reformatted policy number: E-2 to P-1.2	Aug 2016
	3	Updated to Revised NQS, changed doc name to include 'Educational' and included all relevant requirements under National Regs 73-76	Sep 2018
	4	Edited clause 7 Added incursions to clause 18	Oct 2020

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.2	Oct 2020	4	3	Management Committee	Oct 2023

P-1.3 Television, Films, Music, Electronic Devices, Electronic Games and the Internet



POLICY STATEMENT

Television, films, music, electronic devices, electronic games and the Internet, can be used as part of the program after thoughtful consideration relating to the content and message of the media. Staff will ensure all media is suitable for the children's ages and that parents' permission has been sought.

SCOPE

This policy applies to all DEBASCA stakeholders.

ASSOCIATED DOCUMENTS				
Film ratings from Australian Broadcasting Authority				
Voluntary Code of Practice Section 12 (Videos and Films)				
National Quality Standard Areas: 1.1, 1.2, 3.2, 4.2, 6.1, 6.2, 7.1, 7.2				

DEFINITIONS

DEFINITIONS					
DEBASCA Denistone East Before and After School Care Association					
G	General Audiences				
PG	Parental Guidance				

RESPONSIBILITIES

Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS

Personnel having responsibilities under this procedure will be appropriately trained.

PROCEDURE

- 1 Media will only be viewed or played that has a G or PG rating and considered appropriate by staff, for example as part of the planned program, for educational purposes or
- 2 Media when used should be planned as part of a balanced program of activities.
- **3** Television, films, electronic games and use of electronic devices will not be a daily activity, unless deemed necessary by the Director for a short period of time and with good reason.
- 4 Staff should preview the film or television show where possible.
- 5 Children should continue to be provided with other activities during the showing of a film and be properly supervised, even if the majority of the children are attending the viewing.
- 6 When taking children to see a film at the cinema, parents should sign a consent form when a movie is planned as an excursion activity in vacation care taking children to see a film at the cinema.
- 7 Each child's master enrolment form will seek parental permission for G or PG rated films, television shows and computer games.
- 8 The use of music and the Internet will be monitored by staff to ensure suitable content and proper use of technology.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.4	Oct 2020	3	2	Management Committee	Oct 2023

P-1.3 Television, Films, Music, Electronic Devices, Electronic Games and the Internet



CHANGE	Version	Amendment Details	Date Amended
HISTORY New		Reformatted DEBASCA policies	Nov 2013
1		Reformatted Policy number: E-7 to P-1.4	Aug 2016
	2	Updated to revised NQS	Aug 2018
	3	Minor edits	Oct 2020

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.4	Oct 2020	3	2	Management Committee	Oct 2023



POLICY STATEMENT

Staff value children's involvement in extracurricular activities as it provides children with a wider variety of activities, experiences and life skills. As such, staff will accommodate for extracurricular activities during before and after school care and vacation care, where possible.

SCOPE

This policy applies to all DEBASCA stakeholders.

ASSOCIATED DOCUMENTS					
OSHCQA	Area 3, 4 & 7				

DEIMANO							
DEBASCA	DEBASCA Denistone East Before and After School Care Association						
NQS 1.1, 1.2, 2.2, 4.1, 6.1, 6.2, 7.1, 7.2							
Education and Care S	Education and Care Services National Law Act, 2010						
Regulations 2011	Regulations 2011						
Regulation 99	Regulation 99						
Regulation 123	Regulation 123						

RESPONSIBILITIES

Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS

Personnel having responsibilities under this procedure will be appropriately trained.

PROCEDURE

Authorisation for Extracurricular Activities

- 1 Activities offered within the school grounds, both on the infants and primary side of the school, by external providers, are considered extracurricular school activities. They include (but not limited to):
 - 1.1 Band/music lessons
 - 1.2 Dance, drama, art lessons provided by external providers
 - 1.3 School sports training, e.g.: PSSA sports
 - 1.4 School community events and/or excursions
 - 1.5 Note: swimming lessons at Royal Life Saving Aquatic Academy, Denistone East are **not** extracurricular activities which DEBASCA can sign children in and out for, as it is **not** within school grounds/classrooms.
- 2 Where a child is required to attend an extracurricular activity outside of DEBASCA-during before and after school care and/or vacation care time, the child's parent/guardian is required to complete and sign an Extracurricular Permission form giving written authorisation for the child to be signed in/out of DEBASCA to attend the activity. The Extracurricular Permission form details the child's name, grade, activity, day/s of activity, time of activity, location and any other relevant information.
- **3** By signing the Extracurricular Permission form, the parent/guardian will understand and agree to the conditions outlined on the form, giving written authorisation for the child to be signed out of DEBASCA for the duration of their activity.
- 4 The parent/guardian is required to advise the extracurricular activity provider that their child will be attending DEBASCA before/after the activity.

5 For morning activities:

5.1 When a child is due to leave the centre for an extracurricular activity, staff will escort the child to their activity, and sign the child out at the time indicated on the Extra Curricular form. This will be done in accordance with the written authorisation on the Extracurricular Permission form signed by the parent/guardian.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Oct 2022	4	3	Management Committee	Oct 2025



- 5.2 A child must physically attend DEBASCA prior to the sign out time to be signed out of DEBASCA. If the child arrives too late to attend DEBASCA before the extracurricular activity, and is dropped off straight to the extracurricular activity by the parents, parents must notify DEBASCA to inform. Parents must advise DEBASCA if this has occurred, as staff must account for the child's absence. Furthermore, if the child is expected to attend DEBASCA following the conclusion of the activity, in accordance with the signed Extracurricular form, parents must advise DEBASCA so that staff are aware that the child is due to be collected from the extracurricular activity.
- 5.3 If the child is due to return to DEBASCA following the activity, a staff member will pick up the child from the activity at the conclusion of the activity. This will be done in accordance with the written authorization on the Extracurricular form.
- 5.4 If the child goes straight to school from their morning activity, duty of care ends for the child once they are signed out from DEBASCA and the child will make their own way to school from the activity. This will be done in accordance with the written authorisation on the Extracurricular form.

6 For afternoon activities:

- 6.1 When a child is due to leave the centre for an extracurricular activity, staff will escort the child to their activity, and sign the child out at the time indicated on the Extracurricular form. This will be done in accordance with the written authorisation on the Extracurricular Permission form.
- 6.2 If the child is scheduled to attend the activity straight from school, the child will make their way directly to the activity form their classroom. Staff will sight that they have arrived at the Extracurricular activity. If the child has not presented to the activity at the expected time, the parent/guardian/school will be contacted to confirm whereabouts.
- 6.3 At the conclusion of the activity, staff will pick up the child from the activity. Duty of care for the child starts once they are collected from the activity and signed into DEBASCA, in accordance with the written authorisation on the Extracurricular form.
- 6.4 If for any reason the child will not be returning to DEBASCA after an activity, the parent must inform DEBASCA. If the parent is collecting the child straight from the activity, parents should come to the sign out desk and inform the sign out staff so that correct sign out procedure is followed and staff are made aware of the change to the collection requirement for that afternoon.
- 6.5 Afternoon tea will be reserved for any children arriving later in the afternoon, to have upon their arrival at the service. Children who are due to leave after 3.30pm for their activity should have their afternoon tea at the centre before they leave for their activity.

Drop off/Collection and Duty of Care:

- 7 Staff leaving the premises to drop off/pick up a child will not compromise the minimum ratio held at the centre, as that staff member will be a float staff who is in addition to the regulated minimum ratio of 1:15.
- 8 DEBASCA is not liable for any injury, illness, or misadventure that the child may encounter whilst at an extracurricular activity. Any incidents that occur during an extracurricular activity or time are the responsibility of the external provider, and the external provider must exercise their own duty of care. This includes situations where the activity finishes earlier than expected. The external provider is responsible for the children until a DEBASCA educator arrives for collection at the time stated on the Extracurricular form.
- **9** Duty of care for a child begins once they are signed into the centre. Duty of care for a child ceases once the child has been signed out of the centre.
- **10** For child protection reasons, children will be escorted by an Educator along with a small group of at least two other children so that Educators are not left alone with any child.
- 11 No child will be left alone in a classroom. Educators will physically escort the child to the classroom and ensure the activity provider has arrived. If the activity provider is more than 5 minutes late, the child and Educator will return to DEBASCA and advise parents. It is then the parents' responsibility to contact the activity provider to confirm what is happening with the activity.
- 12 Children should take responsibility for their own after school care activities and any equipment/clothing needed for it.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Oct 2022	4	3	Management Committee	Oct 2025



For child protection reasons, children must be able to change into their required uniforms by themselves. Educators will remind children where possible, however, children are ultimately responsible for taking care of their equipment/clothing.

- **13** DEBASCA is not responsible for any issues or concerns regarding activities, equipment, uniforms, organisers/teachers of extracurricular activities, or any issues which may arise during the time the child is at their activity. Any issues/concerns a parent has with an extracurricular activity or provider must be taken up with the activity provider.
- 14 At all times, the safety and supervision of the children at DEBASCA is the paramount priority. Educators will do their best to ensure all children are delivered to their activities on time, however if there is a risk to safety or shortage of staff, DEBASCA reserves the right to suspend this service, as necessary.
- 15 If a child is refusing to attend an activity, educators will do all they can to try and have the child attend however if this causing too much distress/disruption, parents will be contacted and informed the child is refusing to go. DEBASCA is not liable for any costs associated with missed lessons.
- **16** If an activity is causing disruption to the services' operation or becoming a hindrance to service delivery or administration, DEBASCA Management reserves the right to suspend or cancel this service.

Parent Responsibilities:

- **17** DEBASCA is not responsible for advising the provider of your child's absence. This is the responsibility of the parent to inform the provider.
- **18** It is the parents' responsibility to ensure that DEBASCA is notified of any cancellations to activities. All cancellations should be notified to DEBASCA in writing, prior to the change. This helps to ensure safety and supervision of the child.
- **19** It is the parents' responsibility to ensure that DEBASCA is notified of any changes to days, times, or location of any activities. All changes to details should be notified to DEBASCA in writing, prior to the change. DEBASCA cannot be held responsible for a child not being taken/collected from an activity if they are not informed of any changes in due time.
- **20** During Vacation Care, parent/guardians will need to notify DEBASCA in writing if their child is still attending any regular Extracurricular activities. This service will be available pending staffing availability and whether this can be managed in accordance with the vacation care program for the day.

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Oct 2022	4	3	Management Committee	Oct 2025



CHANGE	Version	Amendment Details	Date Amended
HISTORY	New	Reformatted DEBASCA policies	Nov 2013
	1	Reformatted Policy Number: E-8 to P-1.5	Aug 2016
	2	Minor edits and updated to revised NQS	Aug 2018
		Edited wording clause 1	May 2019
	3	Edited wording clause 2	
	5	Delete clause 3	
		Swap order of clause 4 & 5	
		Added clause 1	October 2022
		Minor re-wording clause 2	
		Minor re-wording clause 3	
		Added clauses 4-6 and/or minor re-wording	
	4	Remove 5.2	
		Added clause 7	
		Minor rewording of clause 8 and 9	
		Added clauses 10-17	
		Added 18-20 and/or minor re-wording	

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Oct 2022	4	3	Management Committee	Oct 2025

P-1.5 Physical Activity Policy



POLICY STATEMENT

DEBASCA aims to promote children's physical activity and development of their gross and fine motor skills through a range of spontaneous and intentionally planned active play experiences that are both child initiated and educator led. We aim to form respectful partnerships with families and help them gain a deeper understanding of the benefits of physical activity and wellbeing for children.

Physical activity is vital for children's health, wellbeing and development and lays the foundation for a healthy active life. All children and young people benefit from a mix of physical activity, inactivity and sleep. Our service recognises the important role educators and staff have in promoting children's physical activity in appropriate ways ensuring children's comfort and wellbeing requirements are being met.

We will ensure key physical activity messages within the *Eat Smart Play Smart* program for OOSH/ *Live Life Well @* <u>School</u> are embedded in the daily program as well as supporting the Australian Australian 24-Hour Movement Guidelines for children and young people (5 to 17 years) <u>24-hour movement guidelines for children and young people</u> (5-17 years)

BACKGROUND

The Education and Care Services National Regulations require approved providers to ensure their services have policies and procedures in place in relation to the safe transportation of children.

SCOPE

This policy applies to all DEBASCA stakeholders.

LEGISLATIVE REQUIREMENTS				
Education and Care Services National Regulations and Law				
73	Educational Program			
76	Information about educational program to be given to parents			
86	Notification to parents of incident, injury, trauma and illness			
103	Premises, furniture and equipment to be safe, clean and in good repair			
113	Outdoor space—natural environment			
115	Premises designed to facilitate supervision			
155	Interactions with children			
156	Relationships in groups			
168	Education and care service must have policies and procedures			

ASSOCIATED DOCUMENTS							
National	1.1 Program – The educational program enhances each child's learning and development.						
Quality	1.2 Pract	ice - Educators facilitate and extend each child's learning and development.					
Standard	2.2 Safety	2 Safety – Each child is protected					
	3.1.2 Upk	3.1.2 Upkeep – Furniture and equipment are safe, clean and well maintained.					
	3.2 Use -	The service environment is inclusive, promotes competence and supports exploration and play-					
	based lea	rning.					
	3.2.1 inclusive environment - Outdoor and indoor spaces are organised and adapted support every child's						
	participation and to engage every child in quality experiences in both built and natural environments.						
	3.2.2 Resources support play-based learning						
Australia's	Physical A	ctivity and Sedentary Behaviour Guidelines for Children (aged 5-12 years)					
Eat Smart,	Play Smart	Manual					
DEFINITIO	NS						
DEBASCA		Denistone East Before and After School Care Association					
Physical Activity		OSHC Services need to support planned physical activity and child initiated free play.					
		'Being physically active is good for children's health, as well as being a great way for them to					
		make friends and develop physical and social skills. Physical activity strengthens children's bone					

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Aug 2023	NEW	-	Management Committee	Aug 2026

P-1.5 Physical Activity Policy



muscles, hearts and lungs and improves children's coordination, balance, posture and flexibility.' Eat Smart, Play Smart (2020).

RESPONSIBILITIES

Responsibility for implementation of this policy lies with the Director or other authorised representative approved by the Director and the Management Committee.

TRAINING REQUIREMENTS

Personnel having responsibilities under this procedure will be appropriately trained.

PROCEDURE

The Nominated Supervisor will:

- 1. ensure risk assessments are conducted to identify potential hazards, assess the risks and minimise any risks that could potentially cause harm or injury to children
- 2. ensure children are adequately supervised at all times
- 3. ensure playground surfaces and equipment are safe and in good repair. Any hazards/damage will be reported to the school
- 4. encourage educators to engage in critical reflection as a team and with the children about the risks and benefits of new activities or processes
- 5. provide opportunities for educators to engage in professional development about children's health and physical wellbeing, including the *Australian 24-Hour Movement Guidelines* and *Eat Smart, Play Smart* training
- 6. reflect on the services' physical environment, layout and design to ensure it is supporting children's active play, sedentary play and sleep and rest time
- 7. consider the ways moveable and fixed equipment are utilised in the outdoor physical environment to encourage physical activity and adventurous (risky) play
- 8. communicate regularly with families about cultural practices for physical activity and sleep requirements
- 9. liaise with local Aboriginal communities and/or learning groups to seek advice about traditional children's games and dances that would be appropriate for use in the service
- 10. ensure equitable access is provided to support children with additional needs. Consult with other health professional including the local Inclusion Support Agency to support children's physical development.
- 11. promote physical activity and reduced screen time (e.g., watching TV, playing on computers or small hand-held games devices) with families through fact sheets and newsletter articles

Educators will:

- 12. provide opportunities in the daily program for children to be active every day through a balance of planned and spontaneous active play experiences that are both educator led and child initiated (including everyday physical tasks), in the indoor and outdoor environments
- 13. adhere to our Sun Safety Policy and ensure children have access to water before, during and after any physical activity experience
- 14. adhere to our Medical Conditions Policy and ensure children are monitored and if showing any signs or symptoms of illness, act in accordance to children's Medical Management Plan and/or provide first aid, as necessary
- 15. include children's voices in the development of the physical environment to provide opportunities for physical activity, risky play and creativity
- 16. collaborate with families and other professionals to provide active play experiences for all children inclusive of children with additional needs
- 17. encourage children to be accepting and understanding of the different abilities of other children
- 18. encourage children to engage in physical activity and challenge themselves
- 19. seek to promote children's physical activity by supporting the development of their gross motor skills and fostering the emergence of their fundamental movement skills (FMS) through a range of intentionally planned and spontaneous active play learning experiences
- 20. encourage children to try a range of activities including obstacle courses, balancing, kicking, dancing and skipping
- 21. actively role model appropriate physical activity behaviours to children

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Aug 2023	NEW	-	Management Committee	Aug 2026

P-1.5 Physical Activity Policy



- 22. ensure active play experiences are play based, varied and creative
- 23. ensure all equipment is developmentally appropriate and well maintained
- 24. ensure that an appropriate balance between inactive and active time is maintained each day
- 25. encourage productive sedentary experiences for rest and relaxation- reading, storytelling, puzzles, singing
- 26. discuss with children the role of screen time in their lives and support them in making appropriate choices about their use of screen time for both education and recreation
- 27. model appropriate screen behaviours and self-regulation to children
- 28. adhere to the recommended timeframes for 'screen time' according to Australia's Physical Activity and Sedentary Behaviour Guidelines
- 29. ensure documentation showcases physical activity experiences and opportunities with families
- 30. participate in professional development to support children's physical health and wellbeing.

The Australian 24-Hour Movement Guidelines – Children and Young People (5 to 17 years)

31. Physical Activity

- 31.1. Children should spend 60 minutes or more of moderate to vigorous physical activity per day involving mainly aerobic activities
- 31.2. Provide opportunities for several hours of a variety of light physical activities
- 31.3. Include activities that are vigorous, as well as those that strengthen muscle and bone at least 3 days per week
- 32. Sedentary behaviour

32.1. Screen time should be limited to no more than 2 hours per day

- 32.2. Children should avoid sitting for long periods
- 33. Sleep

33.1.9-11 hours for children aged 5-13 years, with consistent sleep and wake up times

CHANGE	Version	Amendment Details	Date Amended
HISTORY	New	New policy P-1.5	Aug 2023

Ref. No.	Issued	Version No.	Supersedes	Approved by	Next Revision Due
P-1.5	Aug 2023	NEW	-	Management Committee	Aug 2026