

POLICYWORKS CATALOGUE LIST

Quality area	Policy	Mandatory (M)	Links to Child Safe Standards	Requires a Risk Assessment
1	Educational Program			
1	Inclusion and Equity		√	
2	Acceptance and Refusal of Authorisations	M		
2	Administration of First Aid	M		
2	Administration of Medication			
2	Anaphylaxis and Allergic Reactions	M		
2	Asthma Management	M		
2	Child Safe Environment and Wellbeing	M	√	√
2	Dealing with Infectious Diseases	M		√
2	Dealing with Medical Conditions	M		√
2	Delivery and Collection of Children	M		√
2	Diabetes	M		√
2	eSafety for Children		√	√
2	Emergency and Evacuation	M		√
2	Epilepsy and Seizures			√
2	Excursion, Regular Outings and Service Events	M		√
2	Family Violence Support			√
2	Food Safety			√
2	Hygiene			
2	Incident, Injury, Trauma and Illness	M		
2	In-nature Program			√
2	Mental Health and Wellbeing		√	
2	Nutrition, Oral Health and Active Play	M		√
2	Relaxation and Sleep	M		√
2	Road Safety Education and Safe Road Transport	M		√
2	Safe Arrival of Children	M		√
2	Safe Use of Digital Technologies and Online Environments	M	√	√
2	Sun Protection	M		√
2	Supervision of Children			√

Quality area	Policy	Mandatory (M)	Links to Child Safe Standards	Requires a Risk Assessment
2	Tobacco, E-Cigarettes, Vape, Alcohol and other Drugs			
2	Water Safety	M		√
3	Occupational Health and Safety	M		√
3	Environmental Sustainability			
4	Code of Conduct	M	√	
4	Determining Responsible Person	M	√	
4	Participation of Volunteers and Students	M	√	
4	Staffing	M	√	
5	Behaviour Support		√	
5	Interactions with Children	M	√	
6	Enrolment and Orientation -Long Day Care	M		
6	Enrolment and Orientation - Kindergarten	M		
6	Enrolment and Orientation - Free Kindergarten	M		
6	Enrolment and Orientation – Pre Prep			
7	Fees – Kindergarten	M		
7	Fees – Long Day Care	M		
7	Fees - Free Kindergarten	M		
7	Fees – Pre Prep	M		
7	Governance and Management of the Service	M	√	
7	Compliments and Complaints	M	√	
7	CCTV	M		√
7	Occupational Violence and Aggression			
7	Privacy and Confidentiality	M	√	
7	Prevention of Harassment and Bullying			
7	Staff Grievances and Dispute Resolution			
7	Staff Recruitment		√	
7	Whistle Blower			