



PATTERSON LAKES PRIMARY SCHOOL

No. 5190

Gladesville Boulevard Patterson Lakes 3197

Phone 9772 4011 Fax 9776 0421

Email: patterson.lakes.ps@edumail.vic.gov.au

P.O. Box 330, Patterson Lakes, 3197

Principal: Carole Mayes

Website: <http://www.patterson-lakes-ps.vic.edu.au>

Outside School Hours Care – Accident Prevention Policy

RATIONALE

The indoor and outdoor environment of the Outside School Hours Care (OSHC) program must be safe at all times.

AIM

To minimise the risk of accidents and injuries to children attending OSHC.

IMPLEMENTATION

These procedures apply to program staff and parents.

- Children are to be supervised at all times both indoors and outdoors.
- All reasonable precautions must be taken to provide and maintain an environment that is safe and without risks to the health of staff and children.
- All equipment, including outdoor climbing equipment, is to be checked on a monthly basis for damage and cleanliness. Damaged equipment is to be withdrawn from usage and tagged. The outdoor environment is to be checked for hazards daily prior to the children going outside and signed off on the appropriate checklist.
- Equipment, including cleaning and poisonous substances, will be stored in a secure, orderly manner that is inaccessible to children.
- All accidents and injuries are to be recorded on a report format and copies provided to the coordinator for filing.

REFERENCES

Outside School Hours National Standards, 2.1, 2.8


EVALUATION

Guidelines are updated annually and/or as per DET recommendations.


CERTIFICATION

This policy was ratified at the School Council meeting held at Patterson Lakes Primary School, November, 2018.

Signed.....


School Council President

Signed.....


Principal