

the Y Ballarat – Interactions with Children Policy

Policy Number	Date Approved	Date Last Amended	Status
CP020	03/06/2020	29/03/2019	FINAL

1. PURPOSE

Mutually supportive relationships and interactions are integral to quality education and care settings. Secure respectful and responsive relationships between and amongst children and adults provide the foundation upon which the community is established.

2. SCOPE

The scope of this Policy applies to all Board members, Sub Committee members, staff and volunteers. This policy applies to The Young Men's Christian Association of Ballarat Inc and related entities and the Ballarat YMCA Youth Services. For the purposes of this document we refer to these as the YMCA. All Procedures must conform to this Policy.

3. POLICY

Through positive, supportive and intentional relationship building, all educators will ensure that YMCA services provide education and care to children in a way that facilitates the following:

- a) Children are encouraged to express themselves and their opinions;
- b) Educators ensure children undertake experiences that develop self-reliance and self-esteem;
- c) The dignity and rights of each child being educated and cared for by the service are maintained at all times;
- d) Each child is given positive guidance and encouragement toward acceptable behavior; and
- e) Educators have regard to the family and cultural values, age and physical and intellectual development and abilities of each child being educated and cared for by the service.
- f) Relationships in Groups (Regulation 155)

4. Roles and Responsibilities

Department/Role	Responsibility
Children's Services	Responsible for meeting the requirements outlined in this procedure.
Managers and Supervisors	Responsible for implementing strategies to enact this procedure.

	Responsible for addressing non-compliance with this procedure.
Human Resources	Responsible for providing advice in the application of this procedure in accordance with agreed service levels.
All Employees and Volunteers	Responsible for meeting the requirements outlined in this procedure. Responsible for raising concerns or complaints in accordance with this procedure.

5. DEFINITIONS

Term	Definition
Adequate supervision	Adequate supervision entails all children (individuals and groups) in all areas of the service, being in sight and/or hearing of an educator at all times including during toileting, rest and transition routines. Services are required to comply with the legislative requirements for educator-to-child ratios at all times. Supervision contributes to protecting children from hazards that may emerge in play, including hazards created by the equipment used. Adequate supervision refers to constant, active and diligent supervision of every child at the service. Adequate supervision requires that educators are always in a position to observe each child, respond to individual needs and immediately intervene if necessary.
Behaviour guidance	A means of assisting children to self-manage their behaviour. It differs from traditional 'behaviour management' or 'discipline' which generally implies that an adult is 'managing' children's behaviour or using punishment to control children. Behaviour guidance applies to all forms of behaviour, not just behaviours labelled as 'negative'.
Behaviour guidance plan	A plan that documents strategies to assist an educator in guiding a child with diagnosed behavioural difficulties to self-manage his/her behaviour. The plan is developed in consultation with the Nominated Supervisor, educators, parents/guardians and other professional support agencies as applicable.
Challenging behaviour	Behaviour that: <ul style="list-style-type: none"> disrupts others or causes disputes between children, but which is part of normal social development infringes on the rights of others

	<ul style="list-style-type: none"> • causes harm or risk to the child, other children, adults or living things • is destructive to the environment and/or equipment • inhibits the child's learning and relationship with others • is inappropriate relative to the child's developmental age and background.
Notifiable complaint	A complaint that alleges a breach of the Act or Regulation, or alleges that the health, safety or wellbeing of a child at the service may have been compromised
Serious Incident	<p>An incident resulting in the death of a child, or an injury, trauma or illness for which a reasonable person would consider required urgent medical attention from registered medical practitioner or emergency services or for which the child attended or ought reasonably to have attended a hospital. E.g. whooping cough, broken limb, anaphylaxis reaction.</p> <p>This also includes an incident in which a child appears to be missing, cannot be accounted for, is removed from the service in contravention of the regulations or is mistakenly locked in/out of the service premises.</p>

6. LEGISLATIVE AND INDUSTRY REQUIREMENTS

Related Legislation -

Legislation and standards include but are not limited to:

- *Education and Care Services National Law Act 2010: Sections 166, 167*
- *Education and Care Services National Regulations: Regulations 2011: 73, 74, 155, 156, 157, 168(2)(j)*
- *National Quality Standard, Quality Area 5: Relationships with Children*
- *Children's Services Act 1996*
- *Children's Services Regulations 2009*
- *United Nations Convention on the Rights of the Child*
- *Early Childhood Australia Code of Ethics*
- *YMCA's of Australia Safeguarding Code of Conduct Policy*
- *Reportable Conduct Schemes (ACT, VIC, NSW)*
- *Safeguarding Children and Young People Policy*

7. SUPPORTING DOCUMENTS

- Nationals Principals for Child Safe Organisations
https://childdsafe.humanrights.gov.au/sites/default/files/2019-02/National_Principles_for_Child_Safe_Organisations2019.pdf

8. Approval and Review

Approved By: Executive Management Group
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Review Date: April 2021
Procedure Owner: Alicia Pratt OSHC Manager
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Amendments

Version	Date	Author	Change Description
V1	June 2020	Alicia Pratt	Minor updates