

D-4 Hazardous Materials

National Quality Standards (NQS)

2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
3.1.2	Premises, furniture and equipment are safe, clean and well maintained.
7.1.2	Systems are in place to manage risk and enable the effective management and operation of a quality service.

Education and Care Services National Regulations

Reg. 77	Health, hygiene and safe food practices
Reg. 89	First aid kits
Reg. 110	Ventilation and natural light
Reg. 168	Education and care service must have policies and procedures

Policy Statement

We aim to provide an environment that is safe, that is free of risk to the health and wellbeing of our children, staff and parents. We will ensure that all activities undertaken are not hazardous and that all hazardous materials are handled and stored in accordance with legislative obligations.

Related Policies

- First Aid Policy
- Hygiene Policy
- Medication Administration Policy
- Pest Control Policy
- Storage Policy
- Work Health and Safety Policy

Procedure

Hazardous machinery, chemicals and activities which are likely to cause potential danger to our children, staff and others in the Centre will not be used or undertaken while the Centre is in operation.

Should any pests or vermin be identified then action should be taken to rid the Centre of the problem by initially using non-chemical methods such as physical removal, maintaining a clean environment, and use of any non-chemical products (see Pest Control Policy).

Low irritant, environmentally friendly sprays will be used minimally and only with adequate ventilation, and preferably not in the presence of children. Aerosol cans, such as spray paints etc. used for specific activities, will only be used outside in a well-ventilated area.

All staff will be made aware on initial orientation to the Centre of any potentially dangerous products, which may pose a danger to the children, where these dangerous products are stored and how these should be handled.

All potentially dangerous products, such as cleaning materials, disinfectants, tools, toiletries, first aid supplies/equipment and medication, will be stored in accordance with regulations.

All staff are responsible for ensuring the dangerous goods remain secure and are not inadvertently accessible to the children.

Cleaning and hazardous products will be stored separately from food to mitigate any potential contamination.

Staff should always read the label before using any cleaning materials, sprays or chemicals and familiarise themselves with the appropriate first aid measures.

Education about dangerous products and their storage can be used to enhance both children's and parent's awareness of the topic. Activities, posters or newsletters can be utilised to highlight the issue.

Contamination of water, soil or air on/around the premises should be immediately escalated to the appropriate authorities and safe alternatives for the children put into place. Emergency procedures will be implemented as necessary.

The Centre will ensure that there is a Safety Data Sheet (SDS) folder for every chemical. This folder will be located near the chemical cupboard. All staff will be made aware of the location of the SDS folder and how to read a SDS.

Sources

- Education and Care Services National Regulations 2011
- National Quality Standard – Australian Children's Education and Care Quality Authority
- Work Health and Safety Act 2011

Date Endorsed: 05/06/2023

Date of Review: 21/11/2023

Version Control			
Version	Changes Made	Initiated By	Director Sign-off
v.2.202306	- No changes made		
v.2.202106	- No changes made		
v.2.201906	- Updated links to NQS and National Regulations - Added paragraph on contamination of natural resources around premises	Staff Committee	



	- Minor wording changes	Staff	
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