



BEFORE, AFTER & VACATION CARE

DELIVERY & COLLECTION OF CHILDREN POLICY

TeamKids, February 2026



FUN

GENUINE

INNOVATIVE

INVOLVED

REMARKABLE

POLICY RATIONALE

TeamKids is committed to ensuring the safety, wellbeing, and security of children in our care. This policy reflects our commitment to providing a safe, supportive, and organised environment for children and their families. It establishes clear guidelines and procedures for the arrival and departure of children, promoting effective communication and collaboration between staff and parent/guardian/authorised persons.

PROCEDURES

Delivery and Collection of Children

- TeamKids will only accept children during the hours, of service operation. Hours of operation vary based on service for both Before and After School Care and school holiday periods to meet the needs of the school community and may be reviewed in relation to community need and available resources.
- All children will be signed in and out either electronically or by written signature by an authorised person/s, with the time delivered and collected record each day. A signature must be recorded along with the time the child is signed in or out.
- Where a parent/guardian is prohibited by court order, from having contact with the child they may not be an authorised nominee.
- Nominees authorised to collect must be 16 years of age or above and able to supply identification on collection (see acceptance and refusal of authorisations policy). Children may also be released into the care of a person because of an emergency or when the child requires medical, hospital or ambulance care (R99, R161)
- It is the responsibility of parents/guardians to complete their child/ren's enrolment or booking form to ensure that the appropriately authorised nominees, who may collect their child/ren are listed accordingly on the enrolment form.
- It is the responsibility of parents/guardians to ensure that the service is made aware of any court orders or parenting orders that are in place in regard to contact with the child. When these orders exist, the service will not be able to honour the booking, unless a full copy of any relevant court orders or parenting orders are received prior to the child's attendance.
- Educators will refer to the current enrolment management system in relation current authorised persons and will request photo ID for those persons that educators have not met before, before children being permitted to leave the program.
- Educators cannot release a child to a person who is not listed as an authorised person or nominee on the child's enrolment record. If an unauthorised person arrives to collect a child from a program, educators will contact the child's parent/guardian immediately.
- Children will not be released to any person visibly affected by drugs/alcohol. In this case, Police and/or Child Protection / Child Safety may be contacted.
- TeamKids duty of care for the children begins when the child enters the premises and is signed in by the authorised nominee.
- TeamKids duty of care ends when the child is signed out by the authorised person.
- If a child arrives at the service and does not have a booked place for the session, educators will ask the child to stay at the service, until they can successfully contact the children's parent/guardian, to ascertain if the parent wanted the child to attend the service. If there are capacity and a fully completed enrolment record, the child may be booked in and signed into the attendance record.

- If there is no capacity at the service, or if the child does not have a completed enrolment record, the child will be taken to the school office to allow the child to be supervised until their parent/guardian arrives. In the event the school office is closed, the child will remain in the service until their parent/guardian can arrive to pick them up.
- No child will be permitted to move to an extra-curricular activity alone unless written approval is received by an authorised person, a consent form is completed, and a risk assessment has been completed. These records will be kept in the child's individual file.
- TeamKids does not allow children to travel home or to the service alone and can at any time decline this request.
- Children will not be collected from or delivered to a parent/guardian in their car or outside of the service, by an educator, at any time.
- Children will not be accepted into the service before the official opening hours.

If by the closing time of the service, a child has not been collected then:

Step 1 After 5 minutes, educators will telephone parents/guardians.

Step 2 If contact cannot be made immediately, a voicemail will be left, and a text message sent.

- Within 10 minutes, educators will contact nominated emergency numbers to try to arrange collection of the child.
- If unsuccessful, educators will contact their Regional Manager.

Step 3 After 30 minutes past the closing time, TeamKids Management will contact the relevant child protection/ safety unit within each state, including the Department of Families, Fairness and Housing - Child Protection (Victoria), Department of Family and Community Services (New South Wales), Child and youth Protective Services (ACT) and Department of Child Safety, Youth & Women - Child Safety Services (Queensland) for direction, if no contact has been made with parents/guardians/authorised persons.

- The Police may also be called at this time, to assist with contacting the parent/guardian.
- A staff member with all required qualifications will remain with the child at all times until the child has been collected.
- The parent/guardian will be charged a late fee of \$15 per 15 minutes, per family after closing time.
- In instances where a parent/guardian knows they will be late collecting the child; we request that the parent/guardian arrange an alternate pick up and contact the service to provide details of an additional authorised nominee.

Non-Arrival of Children to After School Care

- This procedure is to be implemented when a child booked into the After School Care and did not arrive at the service.
- When a child is enrolled and booked into the Service and does not arrive at the After School Care the following procedure and timelines will be followed:

Step 1

(5-10 mins after the school bell)

Contact the school office to enquire whether the child was at school on the day and/or went home sick. If the child was not at school, proceed to step 3. If the child was at school a PA Announcement (or alternative) is to be made asking the child/ren to immediately go to the OSHC Service.

<p>Step 2</p>	<p>(Within 10 mins after the school bell)</p> <p>An educator is to check with the child’s classroom teacher and children on the whereabouts of the child. A search of the school grounds is to commence for the child.</p>
<p>Step 3</p>	<p>(10-15 mins after the school bell)</p> <p>If the child cannot be located on the school grounds or information has been provided that the child has left with an authorised person, the Person in charge is to contact the parent and/or guardian to inquire about the child’s whereabouts. A second announcement is to be made via the PA Announcement (or alternative).</p>
<p>Step 4</p>	<p>(15-20 minutes after the school bell)</p> <p>If the parents/guardians cannot be contacted via phone and text, the emergency numbers listed on the enrolment form are to be contacted. Check with the school office if there are alternate numbers for the parents/guardians. Continue to contact the parents/guardians until contact is made and the child is located.</p>
<p>Step 5</p>	<p>(20-30 mins after the school bell)</p> <p>The Person in charge is to contact their Regional Manager and list, all steps taken. The Regional Manager will review and direct the Person in charge to contact the police on 000. *All reportable incidents are required to be reported to the National Quality & Compliance Manager by the end of the session to ensure the DET are notified within 24 hours.</p>

Removal or Attempted Removal of a Child by a Non-Authorised Person

A *non-authorised* person is a person where:

- Any person where a legal order prevents them from collecting the child/ren.
- Any persons who are unknown and/or cannot verify their identity.

<p>Step 1</p>	<p>The educator in charge will politely inform the unauthorised person that they are not authorised to collect the child. The child’s enrolling Parent/Guardian member will be contacted about the situation.</p>
<p>Step 2</p>	<p>If the person persists and is still considered a non-authorised person, the TeamKids Line Manager will be contacted and briefed on the situation. The person will be offered the use of the telephone to discuss with TeamKids Manager and/or documentation to check policy/regulations.</p>
<p>Step 3</p>	<p>If the person is persistent, the TeamKids Manager, Director or another educator will contact the police.</p>

<p>Step 4</p>	<p>Staff will take all reasonable measures to prevent the child from being taken from the Service and will also use delaying tactics to allow the police more time to arrive. The safety of children and staff is paramount in such a situation.</p>
<p>Step 5</p>	<p>If staff are unable to prevent the child from being taken, a staff member will, if possible, accompany the child to the car and note the make, model and registration of the car, a description of the person including their clothing, and a description of the child's clothing.</p>
<p>Step 6</p>	<p>Staff will immediately contact the police again as well as the child's Parents/Guardians, the regulatory authority for child safety reporting (if they are already involved, i.e., custody arrangement) and the Operations Manager (if they have not previously been contacted).</p>
<p>Step 7</p>	<p>The incident will be documented and forwarded to TeamKids management.</p>

CONTACT NUMBERS

Contact numbers for the relevant Child Protection Services are:

Child Protection After Hours Service (Victoria): **13 12 78**

Child Protection Hotline (New South Wales): **13 21 11**

Child Safety Services (Queensland): **1800 177 135**

Child and Youth Protection Services (ACT) **1300 556 729**

Police: **000**

REFERENCES

ACECQA National Quality Framework Resource Kit (2012)

Quality Area 2 – Children's health and safety

Quality Area 6 – Collaborative partnerships with families and communities

Education and Care Services National Regulations (2011), R 160, 161, 168, 99

VERSION CONTROL

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Delivery and collection of children Policy No. PO-0006

Delivery and collection of children Procedures No. PR-0006

<p>Child/Young Person is a Danger to Self and/or Others</p>	<ul style="list-style-type: none"> • A child/young person is demonstrating suicidal or self-harming behaviours. • A child/young person is a danger to self or others, and the reporter does not know whether the parent/carer behaviours contributed now or in the past. For example, parent/carer allows the child/young person to consume/use or has provided the child/young person with alcohol or drugs. <p>NOTE: If you are aware that parent/carer actions or inactions contributed to this behaviour, consider the Psychological Harm decision tree or the Neglect: Supervision or Neglect: Mental Health Care decision trees.</p>
<p>Relinquishing Care</p>	<ul style="list-style-type: none"> • Parent/carer states they will not or cannot continue to provide care for child under the age of 16; or a young person over 16 and he/she is unable to make an informed decision (temporarily or permanently). • If the young person is 16 years old or over and able to make informed decisions, please refer to the 'Physical Shelter' tree. • Child/young person is in voluntary care for longer than legislation allows. • Exclude appropriate care arrangements with other parents, relatives or kin (see Glossary - Informal Care Arrangements)
<p>Carer Concern</p>	<ul style="list-style-type: none"> • You have information that the child/young person is significantly affected by carer concerns such as substance abuse, mental health or domestic violence. <p>NOTE: If the child/young person has already experienced abuse or neglect, use the relevant abuse/neglect decision tree first. If a report to the Child Protection Helpline is not indicated using those decision trees, you may consider a Carer Concern decision tree.</p>
<p>Unborn Child</p>	<ul style="list-style-type: none"> • You are concerned for the welfare of an unborn child at birth. <p>NOTE: Reports related to an unborn child are not mandatory but mandatory reporters should consider the benefits for the parent/s and unborn child in making a report. A report can enable FACS and other agencies to work collaboratively with the parent/s to access support services. Furthermore, a report can enable FACS to prepare for statutory intervention when the child is born. Where FACS has received a ROSH report about an unborn child, a parent responsibility contract can be used to support expectant parents to address issues so the child is safe when born.</p> <p>NOTE: Where you are concerned about a child who has just been born and due to lack of information none of the other decision trees apply, use this tree to identify your concerns such as inadequate preparation for the birth.</p>

Further guidance on the Neglect, Carer Concern and Sexual Abuse Decision Trees

NEGLECT	Use this when you suspect or have concerns that a child/young person has been, or may be neglected due to any of the following examples:
Supervision	<ul style="list-style-type: none"> • A child/young person has been or is going to be alone. • A parent/carer is persistently inattentive or leaving child/young person alone or in dangerous company, resulting in or likely to result in significant adverse effects or harm. • A child/young person is a danger to self, or others and parent/carer is not providing adequate supervision.
Shelter/ Environment	<ul style="list-style-type: none"> • A child/young person or family is homeless. • A child/young person is living in a dangerous environment. • A child/young person is refusing to stay in an available safe place.
Food	<ul style="list-style-type: none"> • A child/young person is not receiving appropriate nutrition or is underweight or morbidly obese.
Hygiene/ Clothing	<ul style="list-style-type: none"> • A child/young person appears extremely dirty. • A child/young person is wearing clothing that is not appropriate for conditions. • A parent/carer is not attending to the child/young person’s personal hygiene needs.
Medical Care	<ul style="list-style-type: none"> • A child/young person has an untreated/inappropriately treated medical condition.
Mental Health Care	<ul style="list-style-type: none"> • A child/young person has an untreated/inappropriately treated mental health condition. • A child/young person is a danger to self, or others and parent/carer is not providing intervention.
Education - Not Enrolled Habitual Absence	<ul style="list-style-type: none"> • A child/young person of compulsory school age is not enrolled. • A child/young person of compulsory school age is habitually absent.

<p>CARER CONCERN</p>	<p>Use this when you do not have information that a child/young person has been injured, abused, neglected or psychologically harmed, however you have concerns for the actions and behaviours of the parent/carer due to the following examples:</p>
<p>Substance Abuse</p>	<ul style="list-style-type: none"> • A child/young person discloses significant substance use by a parent/carer. • You observe a parent/carer to be significantly impaired by substance use. • Inappropriate parent/carer substance use is reported to you by a third party. • A child is born and there is evidence that the child was exposed to alcohol or drugs during pregnancy.
<p>Mental Health</p>	<ul style="list-style-type: none"> • A child/young person discloses significant parent/carer mental health concerns. • You observe a parent/carer to be significantly impaired by mental health concerns. • Parent/carer mental health concerns are reported to you by a third party.
<p>Domestic Violence</p>	<ul style="list-style-type: none"> • You are aware of an incident of domestic violence (observed by you or reported to you) that did not result in injury to a child/young person or psychological harm to a child/young person. • You suspect domestic violence based on observations of extreme power or control dynamics (including extreme isolation) or threats of harm to adults in the household. • Refer to Glossary for definition of Domestic Violence.
<p>SEXUAL ABUSE</p>	<p>Use this when you suspect or have concerns that a child/young person has been, or may be sexually abused due to any of the following examples/qualifications</p>
<p>Child</p>	<ul style="list-style-type: none"> • The reported victim or potential victim is under age 16.
<p>Young Person</p>	<ul style="list-style-type: none"> • The reported victim or potential victim is age 16 or 17.
<p>Problematic Sexual Behaviour Toward Others</p>	<ul style="list-style-type: none"> • You are concerned/worried that a child or young person may be sexually harming another child or young person.

TeamKids supports staff and volunteers through ongoing supervision to:

- Develop skills necessary for the protection of children in our care from abuse
- Promote the cultural safety of Aboriginal and Torres Strait Islander children; promote the cultural safety of children from CALD backgrounds; and the safety and inclusion of children with disabilities.

New employees and volunteers are supervised to ensure the TeamKids commitment to the message of child safety being **everyone's** responsibility is a lived commitment. Supervision of new staff and volunteers also allows monitoring of behaviours towards children and ongoing learning to increase safety and appropriate interactions (please refer to TeamKids Code of Conduct).

TeamKids commitment means that any behaviour threatening the safety of children will be reported through appropriate channels, including the relevant authority for the state in which the child and the service is located and the Police, depending on the severity and urgency of the matter.

RECRUITMENT

TeamKids exercises all reasonable precautions in employing skilled professionals to work with children.

We develop selection criteria and advertise roles in a manner demonstrating our commitment to child safety and our ethical and legislative responsibilities as an organisation. TeamKids is very clear before and during the recruitment process that our staff and volunteers have ethical as well as legislative obligations to children.

All people engaged in child-related work, including volunteers, are required to hold and provide evidence of a current Working with Children Check, Blue Card/Exemption to the Blue Card, Working with Vulnerable Persons Check, state alternative, or recognised Teaching Registration. TeamKids reserves the right to request a Criminal History Check (Police Check) at any time during the recruitment process or employment period.

TeamKids reference checks all new staff to ensure the recruitment of safe and trustworthy team members. Where a criminal history is revealed during the recruitment process, the applicant will be given an opportunity to provide further context and/or information.

The verification or the required checks or Teaching Registration will be validated by the People and Culture department of TeamKids, on a regular basis, at least annually. For those educators in New South Wales, a formal verification process is mandated before an educator commences work with children.

FAIR PROCEDURES FOR PERSONNEL

The safety and wellbeing of children is TeamKids' primary concern. TeamKids acts in a fair and reasonable manner to all staff, educators and personnel. The decisions TeamKids make regarding recruiting, assessment of incidents and/or exercising disciplinary action will always occur via transparent processes and will be based on evidence.

TeamKids records all allegations of abuse and/or safety concerns via incident reporting forms. This includes investigation updates and information on necessary authorities and/or bodies. All records are securely and confidentially stored.

Where allegation/s of abuse and/or safety concern/s are raised, TeamKids provides information and updates to families and children as appropriate on all progress and any actions TeamKids takes.

PRIVACY

All personal information considered or recorded, respects and protects the privacy of all individuals, be they staff, volunteers, parents or children, unless there is a risk to a person's safety. TeamKids has procedures and practices to ensure all personal information is protected and confidentially stored. TeamKids believes that everyone is entitled to know how information is recorded, what will be done with it, and who will have access to it. TeamKids acts in a transparent and fair manner through all processes.

LEGISLATIVE RESPONSIBILITIES

TeamKids prioritises our legal responsibilities and believes these to be of the utmost seriousness. Further details of these responsibilities can be found in the TeamKids Child Protection Policy and the TeamKids – Child Safe Standards and Reportable Conduct Policy, including those of mandatory reporting for each state.

INAPPROPRIATE CONDUCT

When implementing behavior guidance in a TeamKids service, it is important that any person working directly with children considers that it is an offence under the Education and Care Services National Law Act 2010, (Section 166A) to subject a child to inappropriate conduct.

There are specific elements to be considered depending on the role that you hold within TeamKids:

Approved providers and nominated supervisors must ensure that children are not subjected to inappropriate conduct while at an education and care service and failure to do so will be an offence. The approved provider will value and model a child safe culture, practices and appropriate conduct at all times. This is supported by monitoring and supporting all staff and educators, through providing guidance and professional development.

It is an offence for an approved provider, nominated supervisor, staff member or volunteer (including students) to subject a child to conduct that a reasonable person would consider to be inappropriate in an education and care service.

The legislation references conduct that a reasonable person would consider to be inappropriate in the circumstances, while that child is being educated and cared for at an education and care service including:

- Whether it is likely to cause harm (physical, emotional or psychological) to the child.
- Whether the behavior is consistent with expected practice in an early childhood setting (OSHC)
- Whether it transgresses expectations about what is acceptable in an education and care service
- The child's age and developmental stage
- Whether the behavior is sexual, violent or aggressive.

Factors that will not be taken into account in determining whether the conduct is inappropriate include:

- Whether or not the child consented to the conduct
- Whether the person accused of the offence is related to the child.

A child may be subjected to inappropriate conduct:

- In person, either directly or by witnessing it happening to others
- Through verbal or electronic communication
- By electronic capture, including photographs, recordings or live video.
- Through repeated actions or ongoing patterns of behavior over time.

How to recognize inappropriate conduct:

Inappropriate conduct breaches professional boundaries and may pose a significant risk to children's safety and wellbeing.

- **Inappropriate physical conduct** – touching a child in a sexualized or intrusive way, including tickling, wrestling, prolonged or unnecessary hugging that is not warranted in the circumstances, massaging or physical closeness (such as encouraging a child to sit on an educators lap for an extended period) that is not age appropriate or required, based on the needs or abilities of a child.
- **Grooming behaviors** – including but not limited to favoritism, offering gifts or special privileges, encouraging emotional dependency (attachment fostering), or initiating private or secret communication with a child.
- **Ill Treatment that is not disciplinary in nature** – including physical or verbal abuse, threats, yelling, swearing, rough handling or other conduct likely to cause emotional, physical or psychological harm. This may include speaking aggressively to a child or using negative language towards a child, which may be perceived as bullying or harassment.
- **Unprofessional communication** – such as sending personal messages, capturing or sharing images of children via unauthorized devices or platforms, or engaging with children online through social media or apps unrelated to your role. This may also include inappropriate staff to staff conduct. Examples of this are an educator yelling at another educator in front of children, making sarcastic comments about their competence or question their decisions in a hostile tone.

Educators need to notify their Director of Service, Regional Manager or other management representative if they observe, suspect or receive an allegation that someone is engaging in, or has engaged in inappropriate conduct. The Quality and Compliance Team are then notified to ensure the Regulatory Authority is notified within the legislated 24-hour period.

RISK MANAGEMENT

All organisations are required to protect children where risks are identified (see information about failure to protect above). In addition to general, occupational health and safety risks, TeamKids proactively manages risks of abuse to our children.

TeamKids implement risk management strategies, including the identification, assessment, appropriate response and immediate and ongoing risk mitigation strategies to minimise child abuse and risks.

All risks to children are noted and managed.

These include risks posed by physical environments (for example, any doors that can lock) and online environments (for example, no staff or volunteer is to have contact with a child or family from our programs on social media).

REGULAR REVIEW

This policy is reviewed annually and following significant incidents if they occur. TeamKids ensures that families and children have the opportunity to contribute to policy design through surveys and reflection of feedback provided. TeamKids is an inclusive organisation welcoming local Aboriginal communities, Culturally and Linguistically Diverse communities and people with a disability.

ALLEGATIONS, CONCERNS AND COMPLAINTS

TeamKids treats all allegations seriously and commits to thorough and swift investigation procedures. TeamKids staff and volunteers are trained to deal appropriately with allegations, as per the TeamKids - Grievance and Complaints Policy.

We work to ensure all children, families, staff, and volunteers are familiar with the procedures of action, including reporting all identified abuse or inappropriate behaviours.

TeamKids adheres to the Reportable Conduct Scheme for each state, where allegations made against educators in relation to child abuse or neglect of any kind.

TeamKids believes **everyone** has a responsibility to report allegations of abuse where there is a reasonable belief that an incident took place (see information about failure to disclose above).

TeamKids acknowledges a response is required where:

- A child states they or someone they know has been abused (noting that sometimes the child may, in fact, be referring to themselves)
- Behaviour consistent with that of an abuse victim is observed.
- Someone else has raised a suspicion of abuse but is unwilling to report it.
- Observing suspicious behaviour.

PROCEDURES

- Educators actively supervise all children attending TeamKids programs. Educators ensure appropriate positioning both indoors and outdoors to ensure maximum supervision for children in our care. (S 165)
- Educators ensure that all children are made aware of program boundaries and program supervision procedures.
- Educators guide program experiences and implement daily routines to ensure children are supervised, supported and safe.
- TeamKids, National Quality & Compliance Team, assess the suitability of the physical environment before TeamKids commit to any venue.
- Director of Services/Coordinators reassess the environment daily for risk of harm or hazard to children.
- Educators complete a daily OH&S checklist during the program to ensure that hazards, risk and concerns are noted and appropriately addressed. Educators encourage children to be mindful of the program environment and the equipment. Educators assist in maintaining a space that is as safe as possible.
- Regional/Area Manager's conduct a detailed child safe audit for each service.
- Educators ensure that any other person/s visiting or present at the service support the achievement of an environment that is physically and emotionally secure for all children. Any persons not supporting a child-safe environment are asked to leave.
- Educators maintain appropriate educator to child ratios. Person/s visiting the program during operating times are encouraged to make appointments to ensure these ratios are kept.

- Educators are especially vigilant when the environment includes water hazards. Rigorous risk assessments are completed before such activities. All Educators read and abide by said risk assessments.
- Educators provide current Working with Children Checks, Blue Card/Blue Card Exemption, Working with Vulnerable Persons Check, relevant teaching registration and any other relevant qualifications (Asthma, Anaphylaxis, First Aid, CPR) training to ascertain fitness and propriety of educators.
- TeamKids ensures that the nominated supervisor/ responsible person/person in day-to-day charge and all staff at the service who work with children are advised of any existing child protection orders.
- All staff are made aware of any court orders related to child protection through our software alert system; there will also be a copy of the court order readily available to all staff at relevant venues on children’s individual enrolment record.
- TeamKids provides an environment that is free from the use of tobacco, illicit drugs, vapes and alcohol for all staff and children. All staff and volunteers at each service comply with and uphold the tobacco, illicit drugs, vapes and alcohol-free environment. Educators will observe the presence of a member of the public smoking or drinking when outside of the approved indoor spaces and, if necessary, will return to a smoke/alcohol-free area or the approved indoor space.
- TeamKids provides a “chill out” or “relaxation and mindfulness area” for children to access at any given time throughout the day. The TeamKids Sleep and Rest Policy will be used to guide sleep and rest for children.

MULTIMEDIA USE AND STORAGE POLICY

The Company acknowledges that while images of children may be taken for genuine reasons such as program development, documentation of child engagement within a program, and for approved marketing purposes, there may be risk of images or recordings of children being used inappropriately.

The TeamKids Multimedia Use and Storage policy details the procedures and processes in place to ensure that children are protected from having those images used inappropriately, in particular, that they are protected from the taking or sharing of inappropriate or illegal images.

TeamKids recognises that media and technology in all its forms can provide education to children, provided that the material viewed or heard is age appropriate and supervised. Learning management systems that have a primary purpose of supporting the education of users, that allow educators to share course materials and facilitate communication, allowing children to share resources and collaborate with peers, are excluded from age restrictions. This includes YouTube videos if the content is publicly available and does not require the child to log into another platform.

SOCIAL MEDIA

TeamKids is aware of the Social Media age restrictions, which includes children under 16 being unable to access social media, such as Facebook, Instagram, Snapchat, Threads, TikTok, X, YouTube, Kick and Reddit, as well as messaging features within age restricted social media accounts. Social media is not available for children at the service as they are not permitted to have access to their own personal mobile phones or smart watches at the service.

Children do not have access to any service or personal iPad/laptops, without constant supervision by an educator, therefore will not be able to access social media.

There are other platforms that are deemed excluded from the age restrictions implemented, however TeamKids do not allow these at their services.

The conditions for the age restriction are:

- the sole purpose, or a significant purpose, of the service is to enable online social interaction between two or more end-users
- the service allows end-users to link to, or interact with, some or all of the other end-users
- the service allows end-users to post material on the service.

A mobile phone policy in place ensures that educators are aware that they are not permitted to show children social media (whomever the owner of that account may be) on their personal mobile phones.

EDUCATORS RESPONSIBILITIES

As per R168(2)(i)(ia), All staff engaged by the approved provider, are required to notify the approved provider if they have a history of a prohibition notice, compliance actions, conditions, suspensions, cancellations, applications refused or disciplinary proceedings to which they have been the subject of in relation to the National Law or other laws such as criminal history checks an WWCC/ BLUE Card/Teacher Registrations. This includes investigations that may be currently in progress.

REFERENCES

ACECQA National Quality Framework Resource Kit (2012)
Quality Area 2 – Children’s health and safety
Quality Area 7 – Leadership and Service Management
Education and Care Services National Regulations (2011) R 84
Education and Care Services National Law Act (2010) S 168(2)(h), S 165

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