49 Allnutt Street
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Cleaning and Maintaining the Environment

Introduction

Children have the right to an education in an environment that provides for their health and safety. Good cleaning and maintenance of the environment ensures that illness and unintentional injuries are avoided. Environmental responsibility also encompasses the cleaning and maintenance of the education and care service in ways that are sustainable and environmentally friendly.

Goals

- Follow procedures and schedules that ensure the buildings, premises, furniture and equipment are safe, clean and well maintained.
- Promote awareness of environmental sustainability through daily practices and information sharing.
- Involve children in discussions about health and safety issues and support children to develop guidelines to keep the environment safe for all.
- Encourage eco-friendly practices and encourage staff, children and families to use chemical free options for cleaning.

Strategies

The Approved Provider will:

- Arrange for the education and care service to be cleaned by professional cleaner at the end of each day.
- Ensure that written policies and procedures regarding child safe environments are developed.
- Develop systems to ensure that daily checks and risk assessments of the environment are documented and that where repairs, cleaning or maintenance issues are identified, they are attended to promptly.

The Nominated Supervisor will:

- Develop systems to ensure that the daily cleaning of the service is carried out to a satisfactory standard.
- Ensure that educators are familiar with policies related to cleaning and maintaining safe environments for children.
- Ensure that daily checks and risk assessments of the environment are conducted and documented.
- Respond to any identified risks, repairs, cleaning or maintenance issues promptly.
- Support educators to research and consider alternative and sustainable cleaning options and arrange for regular professional development to ensure a clean and safe environment for children.

Educators will:

- Ensure that cleaning duties do not compromise care and supervision of children at any time.
- Identify when the building, premises, furniture or equipment require cleaning or maintenance. The identified issue will be dealt with immediately. This will be done by cleaning as required or by removing the damaged furniture or equipment to be repaired or discarded as decided by the nominated supervisor. The educator will refer this to the nominated supervisor for attention.
- Involve children in discussions about health and safety issues and support children to develop guidelines to keep the environment safe for all.
- Role model good cleaning practices for the children and encourage children to be involved in the cleaning of the environment where appropriate.

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- Support children to have an active role in caring for their environment and to contribute to a sustainable future.
- Be responsible for spot cleaning the education and care service to ensure cleanliness and hygiene standards are maintained throughout the day.
- Seek to minimise the use of chemicals in the education and care environment.
- Consider sustainable practice when they are cleaning. They will reflect on their practices and access professional development, journals and the Internet for more ideas on eco-friendly cleaning options.
- Use soapy water for daily cleaning of tables, nappy change surfaces, toys and general spills both indoors and outside. The soapy water can be made from pH Neutral detergent diluted in water and stored in a labelled spray bottle out of reach of children.
- Use appropriate cleaning products for BioHazards from the list of products stored at QPK and MSDS supplied.
- Refer to the cleaning products MSDS & Info folder for a list of cleaning products stored at QPK
- Aim to minimise waste by:
  - Encouraging recyclable materials to be placed in labelled recycling containers rather than garbage bins.
  - Recycling food scraps at meal and snack times. Children and educators can place food scraps into these containers which will then be placed in composting.

Evaluation

Quirindi Preschool Kindergarten is well cleaned and maintained to support children's health and safety. Children and educators work cooperatively to care for the environment in a sustainable manner. The education and care environment reflects sustainable practices, 'Green Cleaning' and eco-friendly choices. Educators, children, families and the wider community will learn together and embrace environmentally friendly practices.

Statutory Legislation and Considerations

- The NSW Work Health and Safety Act 2011 and the NSW Work Health and Safety Regulation 2011
- Staying Healthy in Child Care: Preventing Infectious Diseases in Child Care, 6th Edition, 2024

- Education and Care Services National Law and National Regulations (R. 77, 88, 103, 105,106, 109, 112)
- NQS QA 2: Element 2.1.1, 2.1.2 Children's Health and Safety and 3.1.2 Upkeep

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Links to other Policies

- Child Protection
- Interactions with Children
- Hygiene and Infection Control
- Infectious Diseases
- Environmental Sustainability
- Incident, Injury, Trauma and Illness
- Critical Incidents
- Supervision
- Workplace Health and Safety
- Managing blood and bodily fluid spills procedure