

STAFF WITH CHILDREN IN CARE POLICY

January 2020

Purpose

The centre aims to support staff members and their families by facilitating their return to work after having children.

The benefits for staff who are still breastfeeding their children are enormous as they are not troubled by the need to express bottles of breast milk and have the opportunity to breastfeed for longer than they may have thought possible.

We believe that by having staff members' own children at the centre it adds to the family atmosphere that we are trying to create. Staff will also be able to monitor their own child's development first hand, rather than relying on information given to others.

Strategies

Procedure for service to follow regarding a staff member with a child in the service:

- If possible, the staff member should work in a different room to their child.
- During small group activities another staff member should work with the child.
- All the policies and procedures of the centre will be enforced for the staff member and their child, eg Exclusion Policy.
- Any problems other staff are encountering should be discussed immediately with the Director/Supervisor and then decide when best to discuss with staff member who is also the parent. This may be at pick up time or immediately.

Responsibilities of the Approved Provider

Ensure that the Nominated Supervisor and all other staff are aware of the requirements of this policy and are adhered to at all times.

Responsibilities of the Nominated Supervisor

- Provide a family friendly environment for all educators where they are comfortable to bring their children in and continue working.
- Children may be enrolled from 6 weeks of age to attend a service that their family works at the discretion of the Nominated Supervisor.
- The Nominated Supervisor will take all measures so that the children related to employees are not discriminated against.
- The management of children related to employees will be carefully monitored by the Nominated Supervisor. Where possible, staffing/rostering will be arranged to avoid employees working directly with their own relations. There may be limitations on the number of children of employees that can be enrolled at each service.
- Employees with related children at the service need to be approached in the same manner as all other parents.

Responsibilities of the Educators

- All staff members are to be in agreement about the staff members' child attending the centre at the time of enrolment.
- While the child is at the centre, the staff member's professional role and duties will be fulfilled.
- Employees must pay regular fees unless organised differently with employer.

Responsibilities of the Families

- To recognise the time to be a parent and the time to be an educator with their child/ren when at the service
- To be aware that occasionally, your child's educator may need to have a difficult conversation with you about your child. This may come from the nominated supervisor should the pedagogical leader feel uncomfortable.

Definitions, Terms & Abbreviations

Term	Meaning
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Related Statutory Obligations & Considerations

Australian Children's Education and Care Quality Authority (ACECQA)

<http://www.acecqa.gov.au/>

Department of Education - <http://www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care>

Early Years Learning Framework (EYLF) - [http://files.acecqa.gov.au/files/National-Quality-Framework-Resources-](http://files.acecqa.gov.au/files/National-Quality-Framework-Resources-Kit/belonging_being_and_becoming_the_early_years_learning_framework_for_australia.pdf)

[Kit/belonging_being_and_becoming_the_early_years_learning_framework_for_australia.pdf](http://files.acecqa.gov.au/files/National-Quality-Framework-Resources-Kit/belonging_being_and_becoming_the_early_years_learning_framework_for_australia.pdf)

Education and Care Services National Regulations (Children (Education and Care Services)

National Law (NSW) <http://www.legislation.nsw.gov.au/#/view/regulation/2011/653>

National Quality Framework (NQF) - <http://acecqa.gov.au/national-quality-framework/>

United Nations Convention on the rights of the child - <https://www.unicef.org.au/>

Related Telephone Numbers

- Early Childhood Directorate – 1800 619 113

Amendment History

Date	Amendment	Notes of Amendment
08.01.2018	Policy Created	-
08.01.2019	Policy reviewed	-
20.1.20	Reviewed	-

This policy will be updated to ensure compliance with all relevant legal requirements every year. Appropriate consultation of all stakeholders (including staff and families) will be conducted on a timely basis. In accordance with Regulation 172 of the *Education and Care Services National Regulation*, families of children enrolled will be notified at least 14 days and their input considered prior to any amendment of policies and procedures that have any impact on their children or family.

Date:	20th January 2020
Last Amended By:	Natalie Payne
Next Review:	January 2021
Position:	Educational Leader