



Transportation Policy

NQS

QA2	2.3.1	Children are adequately supervised at all times.
	2.2.1	Supervision - Supervision At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
	2.3.2	Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury.

QA6	6.3.2	Continuity of learning and transitions for each child are supported by sharing relevant information and clarifying responsibilities.
	6.2.1.	Transitions - Continuity of learning and transitions for each child are supported by sharing relevant information and clarifying responsibilities

QA7	7.1.2	Management systems - Systems are in place to manage risk and enable the effective management and operation of a quality service
	7.1.3	Roles and responsibilities - Roles and responsibilities are clearly defined, and understood, and support effective decision-making and operation of the service

National Regulations

Reg	102	Authorisation for excursion.
	99	Children leaving the education and care premises
	4	Definitions
	102B	Transport risk assessment must be conducted before service transports child
	102C	Conduct risk assessment for transporting of children by the education and care service.
	102D	Authorisation of service to transport children.
	168 (2)(ga)	Education and care service must have policies and procedures in relation to transportation if service transports or arranges transportation of children other than as part of excursion

National Law

165	Offence to inadequately supervise children.
167	Offence relating to protection of children from harm and hazards

Aim

To ensure the safety of all children and adults while using centre transport, including any vehicles owned by the service.

Related Policies

Administration of Authorised Medication Policy

Delivery and Collection of Children Policy

Excursion Policy

Incident Injury Trauma and Illness Policy

Staffing Arrangements Policy

Implementation

The safety of each child and all employees is paramount. Transportation can pose additional risks for children depending on the mode of transport involved, how it's used, and the way children move between the transport and service or another environment. The service we provide includes times when we transport children, or arrange transportation, between the service and another location, including to and from Kuraby Early Learning Centre, Warrigal Road Primary School, Eight Mile Plains State School or on excursions. The Nominated Supervisor and educators will always follow service procedures to minimise this risk including those which follow.

The Nominated Supervisor will include the Transport Policy and Procedures in staff inductions and ensure all relevant staff receive practical training in relation to the requirements. Where children are regularly transported, they will also diarise to rehearse the procedures at least once every 3 months, and maintain written records of the rehearsals and staff training.

Mandatory notification to the regulatory authority

It is mandatory to notify the regulatory authority that your service provides or arranges regular transportation. The notification is to be lodged through the NQAIT System.

- The approved provider must notify the regulatory authority in a service approval application, or if the service is already approved, within seven (7) days of regular transportation being provided or arranged by the service.
- The approved provider must notify the regulatory authority within seven (7) days if there is a change to the regular transportation provided or arranged by the service, including if regular transportation is no longer provided.

Risk Assessments

This section of the Policy does not include transport of children on excursions as risk assessment requirements for excursions are covered in the Excursion Policy.

The Nominated Supervisor or educators will always complete a risk assessment to identify, assess and remove or reduce risks the transport may pose to the safety, health and wellbeing of and each child before children are transported unless the arrangement is 'regular transportation' (ie transportation where the circumstances are substantially the same on each occasion) and a risk assessment has been completed within the last 12 months. The risk assessment will cover:

- the proposed route and duration of the transportation
- the proposed pick-up location and destination
- the means of transport
- any requirements for seatbelts or safety restraints under the relevant state/territory law (for regular transportation consider whether this needs to be assessed more often than every 12 months if child grows etc)
- any water hazards.
- the number of adults and children involved in the transportation.
- the number of educators or other responsible adults that is appropriate to provide supervision and whether any adults with specialised skills are required, given the risks involved.
 - consider children's ages, whether or not they are mobile, and whether any have additional needs or medical conditions.
- whether any items should be readily available during transportation (eg a mobile phone and list of emergency contact numbers for the children being transported)
- the process for entering and exiting the education and care service premises and the pick-up location or destination.
- procedures for embarking and disembarking the transport, including how each child will be accounted for
- a check system of the interior of the vehicle to ensure there are no children left behind.

The Nominated Supervisor will nominate, as part of the risk assessment control measures:

- the driver (if using vehicle owned or operated by service)
- the lead educator/supervisor responsible for ensuring an excursion runs smoothly and children are adequately supervised, or for supervising children during trips that are not excursions.
- the checker responsible for checking vehicle at end of trip.
- a staff member or nominated supervisor (other than the driver) being present at the service to account for all children as they embark and disembark at the service premises and keep a record of how each child was accounted for .

The Nominated Supervisor will update risk assessments for regular transportation and obtain new authorisations from parents/guardians when circumstances that may affect transport arrangements change, including for example:

- weather conditions (summer versus winter, extreme weather events like heatwaves, floods and bushfires)
- changes in routes for example because of road works
- the numbers and vulnerabilities of children.

Authorisations for Transportation

This section of the Policy does not include transport of children on excursions as authorisation requirements for excursions are covered in the Excursion Policy.

Authorisation for a child to be transported must be given by a parent or other person named in the child's enrolment record as having authority to authorise transportation of a child unless the arrangement is 'regular transportation' and there's an authorisation which is less than 12 months old. The authorisation will include:

- the child's name.
- the reason the child is to be transported.
- if it's regular transportation, a description of when the child is to be transported.
- if it's not regular transportation, the date the child will be transported.
- a description of the proposed pick-up location and destination
- the means of transport
- the period of time during which the child is to be transported.
- the anticipated number of children likely to be transported.
- the anticipated number of staff members and any other adults who will accompany and supervise the children.
- any requirements for seatbelts or safety restraints under the relevant state/territory law
- advice a risk assessment has been prepared and is available at the service.
- advice written policies and procedures for transporting children are available at the service.

Transport Guidelines

This section and the rest of the Policy covers all situations where we transport or arrange transportation of children, including excursions. Where relevant, the guidelines and procedures in this Policy will also be used to educate children, families and the community about safely transporting children and related issues like road and pedestrian safety.

Drivers

The Nominated Supervisor will ensure persons are safe, responsible drivers before allowing them to transport children. The service understands that the driver maintains responsibility for road safety and ensuring each child is properly seated and restrained. However, they also have a responsibility to ensure that children are appropriately supervised in transit using the following guidelines established in the risk assessment. Additionally, the driver will also conduct a safety check of the bus after the responsible person/staff member has conducted theirs at the service. Drivers will also ensure proper record keeping of children as they embark and disembark at other locations other than the service. In addition (if not using a commercial transport company) they will:

- make sure there are relief drivers available to fill in for any regular drivers.
- keep copies of licenses and driving records which are less than 12 months old for drivers they approve to transport children and make sure drivers:
 - are at least 18 years old and fully licensed (no L or P plate drivers)
 - have a suitable driving history.
 - have proof of valid insurance and registration
 - are familiar with the first aid kit contents.

- can operate the fire extinguisher if required.
- have a clear working with children check if required.
- understand they must always comply with the road rules (e.g., no speeding or touching mobile phones)
- understand they are responsible for paying any fines they incur.
- understand they must have a zero-blood alcohol level when driving children.
- understand they must report any driving convictions incurred since the Nominated Supervisor reviewed their driving record.
- understand in relation to a vehicle operated by the service they must:
 - report any damage or maintenance needs to the Nominated Supervisor
 - ensure there's enough fuel to complete the trip (e.g., refuel when the tank moves below half full) and never refuel when children are in the vehicle.
- Children will never be left unattended in any vehicle to promote positive supervise and to prevent heat stress. Additionally, head checks will be done on collection and delivery of children to ensure all children are accounted for.
- Educators/drivers will ensure that car seats, booster seats and seat belts are properly secured on each child and themselves before departing.
- Educators/drivers will assist each child to fasten their seat belts if required and conduct a final check to ensure all seat belts are fastened properly.
- Children will only be transported in a vehicle in the manufacturer's stated capacity is adhered to at all times.
- Children will be prohibited from drinking, eating, standing and any other dangerous activities whilst in the vehicle.
- Children will be accompanied at all times, including to and from the vehicle.

Where bus companies are hired to transport children the Nominated Supervisor will discuss the company's policy on driver qualifications, driving history and maintenance procedures etc. to make sure they have reliable and consistent safety processes in place.

Safety Restraints

Seatbelts and restraints systems will be used as outlined in this policy which is based on the National Road Rules. We note the Australian Design Rules set out vehicle safety requirements including requirements for seatbelts and child restraint anchorage points.

Educators will assist motor vehicle drivers and bus drivers to ensure each child is transported safely at all times. The service understands that drivers of small vehicles carrying up to 12 people are responsible for road safety and ensuring each child under 16 is properly seated and restrained. All educators, however, have an equal responsibility to assist the driver and check that each child is seated and restrained appropriately using the following guidelines.

Vehicles built to carry up to 12 people including the driver

Generally, educators and volunteers will follow the restraint arrangements which follow to ensure the safety of children. However, if a child is too small for a restraint specified for their age, they will be kept in their current restraint for as long as necessary. Likewise, if a child is too large for a restraint specified for their age, they may move to the next level of restraint.

Driver educators and volunteers will also comply with any current medical plans or certificates signed by a registered medical practitioner that states the child should not be restrained as outlined below while travelling in a vehicle (or bus) for medical reasons. Educators and volunteers will comply with the conditions in the medical certificate, and where possible, ensure the child travels in a rear seat. Medical certificates must have an expiry date.

The Approved Provider or Nominated Supervisor will ensure all safety restraints are safe, labelled with Australian Standard (AS/NZS1754) (restraints purchased overseas do not comply with Australian Standards and are not compatible with Australian vehicles). They will also ensure there are sufficient restraints to meet the safety restraints requirements under the national Road Rules as detailed below.

Educators and volunteers will ensure:

- Each child under seven is secured in a child restraint or booster seat with seat belt or safety harness when travelling.
- Children from four years to under seven use a forward-facing restraint or booster seat. A forward-facing child restraint offers better protection as long as the child fits in it.
- Children under four years are not in the front row of a vehicle with two or more rows.
- Children from four to under seven years only sit in the front row of a vehicle with two or more rows if all other seats are occupied by children the same age or younger in an approved restraint.
- The number of children transported does not exceed vehicle rated seating capacities.
- Children do not share a seat belt or child restraint.
- All adults use available safety belts.

Buses

Buses are defined as vehicles built to carry over 12 people including the driver. The Nominated Supervisor, drivers, educators, and volunteers will:

- ensure seatbelts/restraints are used if they require to be fitted.
- ensure seating capacity displayed on the compliance plate is not exceeded.
- consider whether an alternative mode of transport should be used to ensure children's safety where restraints are not available.

Transport Procedures

To ensure children's safety all employees and volunteers will implement the **Transport Procedure** or **Transport Procedure Excursions** when transporting children to and from destinations. Under no circumstances will any child be transported if all of the guidelines and procedures in this Policy are not met.

Maintenance

To ensure vehicles owned or operated by the service are safe and hygienic, where relevant the Nominated Supervisor will:

- follow the recognised service schedule and organise an annual mechanical inspection, or sight evidence vehicle has had mechanical inspection within the last 12 months
- look for obvious maintenance issues eg bald tyres
- pay insurance, registration etc or sight evidence vehicle is registered and insured
- ensure check oil, water and tyres every month
- ensure vehicle is regularly cleaned
- ensure children can't access vehicles when they're not being used.

Children embarking and disembarking a vehicle.

A nominated supervisor or a staff member (other than the driver) must:

- be present when children embark and disembark a vehicle at the service premises.
- account for each child when they embark and disembark a vehicle at the service premises.
- complete a check of the interior of the vehicle after all children have disembarked at the service premises to ensure there are no children left on the vehicle.

Driver must:

- be present when children embark and disembark a vehicle at locations outside the service.
- account for each child when they embark and disembark a vehicle outside the service.
- complete a check of the interior of the vehicle after all children have disembarked at the service premises after nominated supervisor or staff member have completed their interior check to ensure there are no children left on the vehicle.

Record keeping and accounting.

The approved provider and nominated supervisor must ensure that records are kept for regular transportation that:

- confirm each child was accounted for when embarking and disembarking the vehicle at the service premises.
- state how each child was accounted for at the service premises.
- state that the interior of vehicle was checked after all children have disembarked at the service premises.

The records must be made immediately and include the time, date, full name, and signature of the person/s responsible for

- accounting for the children during embarking and disembarking of the vehicle.
- conducting the vehicle check after children have disembarked.

Car Park and Driveway Safety

Young children are at risk from moving vehicles in low speed 'off road' locations such as driveways and car parks. Studies have shown for example, there are large 'blind zones' behind many vehicles where drivers cannot see what's happening. The Approved Provider, Nominated Supervisor and staff will implement measures to remove or control the risks posed by any car park on the premises. They will complete a risk assessment to identify and control risks and may implement measures such as:

- supervising area during drop offs and pick ups
- encouraging people collecting children to walk around vehicle before they leave
- Conducting Workplace Health and Safety Inspection checklist of the Carpark every 6 months.

Road Safety

Educators understand that children are vulnerable road users. They may think they can handle crossing a road by themselves but:

- are easily distracted and focus on only one aspect of what is happening.
- are smaller and harder for drivers to see.
- are less predictable than other pedestrians.
- cannot accurately judge the speed and distance of moving vehicles.
- cannot accurately predict the direction sounds are coming from.
- are unable to cope with sudden changes in traffic conditions.
- do not understand abstract ideas like road safety.
- are unable to identify safe places to cross the road.
- tend to act inconsistently in and around traffic.

Educators will closely supervise all children when outside the service near roads. They will hold children's hands, or if not practical to do this for all children, implement measures which keep children safe e.g., ensure children hold on to a rope at all times and wear high visibility vests.

Educators will regularly integrate learning about road safety into the curriculum. They will also provide information to families about children and road safety including:

- the key role families have in educating their children about road safety and the close supervision children require in and around traffic to keep them safe.
- opportunities in day-to-day routines to discuss road safety with children e.g., on the way to the shops, service, or school, while crossing roads (when and why it is safe to cross)
- the dangers involved in leaving children unattended in cars.
- danger areas like car parks, traffic lights, pedestrian crossings, and driveways. In relation to driveways, it's vital to:
 - *always supervise children* whenever moving a vehicle i.e., hold their hands. *Put children securely in the vehicle with you* if you're the only adult around, even if moving just a small distance.
 - *Encourage children to play in safer areas away from the driveway & cars.* The driveway is like a small road and should not be used as a play area.

- *Make child access to the driveway difficult e.g., use security doors, fencing or gates.*

Before School Care Procedure

Before school care drop offs

- Driver will go out and do a bus safety check before collection of children. Bus Safety Checklist located in the Before School Care Folder.
- Driver will collect Before School care folder (located in the office with other folders) and call children to gather in the office area for a roll call.
- Driver will do a roll call to ensure all children are accounted for before getting on to the bus.
- Responsible person/educator and driver will walk out together to the bus with children and be present until all children have embarked bus. Responsible person/educator will record date, time and sign bus safety check once all children have embarked vehicle.
- Driver to follow the route that is displayed in the Before School Care Folder.
- Whilst in transit the driver will do frequent rear vision mirror checks to ensure the safety of the children while driving.

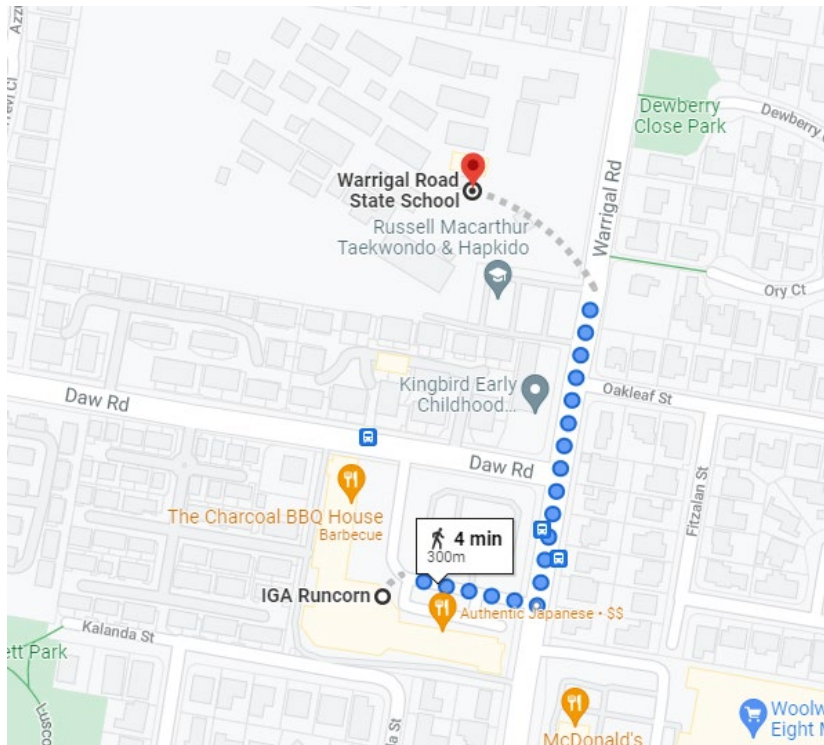
Eight Mile Plains Drop Off

- Driver to physically get out of the bus, open door, and let out Eight Mile Plains children.
- As children leave the bus the driver will document the time the children leave the bus on the attendance Record sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- Driver will physically do another head count and seat belt check of remaining children.
- If there are any Prep children, then all children will accompany the driver into the school grounds to the Prep class rooms located at the back of the school. Driver will physically go into the bus and check that all children are off the bus before commencing to Prep class rooms.
- After Prep child are collected, driver will do another roll call of Warrigal children to ensure all children are accounted for before leaving the school grounds.
- Driver will do a head count of remaining children going into the bus and physically do a seatbelt check before leaving to Warrigal State School.
- As children get back onto the bus the driver will document the time the children leave the bus on the attendance Record sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- All children will be signed out of the service through the digital sign in and out system located in the office once the driver has returned to the service.

Warrigal Road Drop Off

- Children are dropped off at the drop off zone and counted once leaving the bus. As children leave driver to document the time each child leaves the bus on the attendance Record Sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- Driver will physically go into the bus to check that there are no remaining children on the bus.
- If there is any prep child, then the bus will park at the IGA and children will be accompanied by the driver to the school grounds. Head count will be performed before walking to the

school and the bus will be physically checked by the educator to ensure all children are off the bus.



- Head counts will be performed when walking to the school.
- Driver will do a roll call when entering to school grounds.
- Driver will escort Prep children to their individual rooms and document the time they are released into the care of their prep teachers.
- Interior of bus will be physically checked by Responsible person/educator when arriving back at the centre to ensure no children are on the bus.
- Driver will perform a walk-through check of the bus when it arrives back to the service after Person in charge/educator performs a walk-through check.

After School Care Procedure

Afterschool care pickups.

- Driver will check the roll before departure to ensure how many children will be collected on the day. Educator will take After School Care folder to ensure proper head counts can be done and to ensure all children are accounted for.
- Driver will go out and do a bus safety check before collection of children. Bus Safety Checklist located in the After School Care folder.
- Whilst in transit the driver will do frequent rear vision mirror checks to ensure the safety of the children while driving.

Eight Mile Plains Pick Up

- Educator will meet children at the allocated meeting place (in school grounds outside where bus is located), if prep children are to be collected then the educator will pick up prep children first before making their way to the meeting zone.

- All children will be marked off the roll as they arrive.
- Driver will do a roll call of prep children to ensure all children are accounted for before walking to the bus.
- Close supervision and head count when walking to the bus after Prep collection.
- Driver to document the time each child embarks the bus on the attendance Record Sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- Head counts to be performed when all children are on the bus.
- Roll call to be preformed before leaving the school grounds.
- Responsible person/educator to meet at the bus to assist driver disembark children from vehicle. Date, time, full name, and signature will be documented on bus safety check.
- Head counts to be performed when children are getting off the bus.
- Responsible person/educator to physically check interior of bus when all children are off the bus and document time, date and initial when check is complete.
- Driver to do a physical interior check of bus when responsible person/educator has completed theirs. Document time, date and initial when check is complete.
- Children to be signed in on the digital sign in and out tablet located in the office.
- Educator to inform ratio counter how many children are getting dropped off and which children are absent.

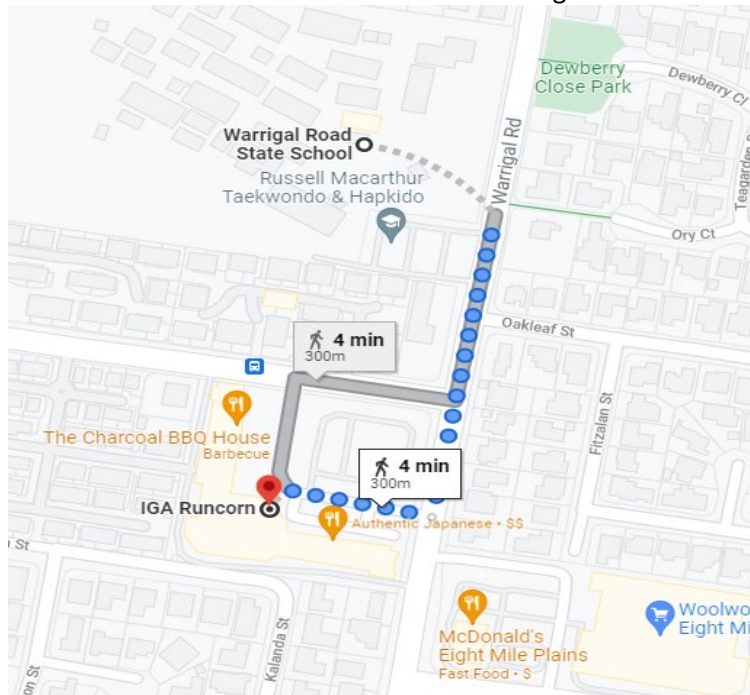
Warrigal School Pick Up

- Driver will meet children at the allocated meeting place (tuckshop area); if prep children are to be collected then the driver will pick up prep children first before making their way to the meeting zone.
- Driver to document when children arrive at meeting point by marking the roll.
- Driver to ensure all arrived children sit around educator (driver) at the allocated meeting place when waiting for all children to arrive.
- Driver to do a roll call and re-mark children off the roll to ensure all children are accounted for.
- All children to line up in two lines and head count done before walking to the entrance/ exit for car park gate. Second bus driver will meet bus driver and all children at the entrance/ exit of car park and walk over to first bus.
- Head counts to be performed when children are on the bus, additional head counts of the remaining children on the second bus to ensure the correct total.
- Driver to physically do a seatbelt check before bus departs.
- Remaining second bus children to be closely supervised when walking to the bus and head count to be done throughout the walk.
- Head count to be performed when all children are on the bus.
- Both Drivers to document the time each child embarks the bus on the attendance Record Sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- Responsible person/educator to meet at the bus to assist driver disembark children from vehicle. Date, time, full name and signature will be documented on bus safety check.
- Head count to be done when all children are getting off the bus at the service.
- Responsible person/educator to physically check interior of bus when all children are off the bus and document time, date and initial when check is complete.
- Driver to do a physical interior check of bus when responsible person/educator has completed theirs. Document time, date and initial when check is complete.
- Children to be signed in on the digital sign in and out tablet located in the office.
- Educator to inform ratio counter how many children were collected, and they are marked off the roll.

- Educators in schoolies room to do a head count to ensure all children are accounted for and to inform the ratio counter of the number of children in the room.

Warrigal School Pick Up (When IGA parking is required)

- Driver will meet children at the allocated meeting place (tuckshop area); if prep children are to be collected then the educator will pick up prep children first before making their way to the meeting zone.
- Driver to document when children arrive at meeting point by marking the roll.
- Driver to ensure all arrived children sit around educator (driver) at the allocated meeting place when waiting for all children to arrive.
- Driver to do a roll call and re-mark children off the roll to ensure all children are accounted for.
- Second bus driver to meet up at meeting place (tuckshop area) when arrived with bus after Eight Mile Plains Pickup parked at IGA.
- All children to line up in two lines and head count done before walking to IGA. Children to be closely supervised when walking to the bus (IGA Carpark) with one educator at the front and one at the back. Head count to be done throughout the walk.



- Head counts to be performed when children are on the bus, additional head counts of the remaining children on the second bus to ensure the correct total.
- Driver to physically do a seatbelt check before bus departs.
- Head count to be performed when all children are on the bus.
- Both Drivers to document the time each child embarks the bus on the attendance Record Sheet (located in the Before School Care folder). Signature/ initial of driver is required.
- Responsible person/educator to meet at the bus to assist driver disembark children from vehicle. Date, time, full name, and signature will be documented on bus safety check.
- Responsible person/educator to physically check interior of bus when all children are off the bus and document time, date and initial when check is complete.
- Driver to do a physical interior check of bus when responsible person/educator has completed theirs. Document time, date and initial when check is complete.
- Children to be signed in on the digital sign in and out tablet located in the office.

- Educator to inform ratio counter how many children were collected, and they are marked off the roll.
- Educators in schoolies room to do a head count to ensure all children are accounted for and to inform the ratio counter of the number of children in the room.

Delivery and collection of Prep Children

- **Eight Mile Plains delivery-** All children to be dropped off in the school grounds. Prep children to their class rooms, educators can only leave when their teacher is there.
- **Eight Mile Plains collection-** Prep children to be collected at the prep children's class rooms, other children to meet in the school grounds bus area.
- **Warrigal State School delivery (January -September)-** All children to be dropped off to their rooms, educators can only leave when children have entered their class rooms.
- **Warrigal State School delivery (October- December)-** Parents' consent will be obtained for Prep children to walk up to their class room by themselves upon drop off. Driver will check on child to ensure that they have arrived at the waiting area/ classroom before leaving school premises.
- **Warrigal State School collection (October -December)-** Parents' consent will be obtained for prep children to walk to meeting area (tuckshop) for collection.

If child is not at meeting point.

- Driver will check with School Office and see if the child attended School that day. School will call child's name over the intercom to meet at the After School Care meeting point if they were at school.
- If child did attend school, then the driver will contact the responsible person to see if the child's parents have called the service to say the child was absent or check to see if the child was on the first bus and is at the service.
- If not, the driver must contact the emergency contacts located in the After School Care folder. If no response, drive to contact responsible person in charge to keep trying contacts while driver waits to see if child makes their way to the meeting point.
- If child has not made their way to meeting point by 3.15pm EMP Primary or 3.30 pm WR Primary driver will contact Responsible person and inform them. Responsible person will then contact Police and give details of the child.
- Driver will inform School Office that Police have been called.

Driver will continue to above procedure of "School Pick Up".

Confirming children on first bus at Eight Mile Plains Primary School when two bus runs are needed.

- Both drivers will establish who will be going on the first bus pick up by using these methods only....
 - Discussing before children are collected.
 - Text or phone call. If text is sent a confirmation of text received will need to be sent.

Vehicles

- Only insured, licensed and vehicles with a high level of maintenance will be used.
- The vehicle will have a First Aid Kit inside it and emergency contact details for all children and educators in the vehicle.
- A mobile phone will be available in case of emergencies.

Before/After School Care Folders.

Drivers will take Before/After School care folders when doing bus runs. Folders will contain.....

- Rolls of children
- Emergency contacts
- Bus Risk assessment
- Map of route
- Attendance record sheets
- Bus safety check.
- Procedure
- Transport Policy
- Children's medical Information.

Excursions

The service will follow the Excursions Policy at all times.

- Where transport is provided that is not directly part of the education and care service, a parent or authorised nominee named in the child's enrolment record needs to provide a written authorisation to allow the children to leave the education and care service premises.

Related Policies

Administration of Authorised Medication Policy

Delivery and Collection of Children Policy

Excursion Policy

Incident Injury Trauma and Illness Policy

Staffing Arrangements Policy

Sources

National Quality Standard

2.2.1 Supervision - Supervision At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

6.2.1 Transitions - Continuity of learning and transitions for each child are supported by sharing relevant information and clarifying responsibilities

7.1.2 Management systems - Systems are in place to manage risk and enable the effective management and operation of a quality service

7.1.3 Roles and responsibilities - Roles and responsibilities are clearly defined, and understood, and support effective decision-making and operation of the service

Education and Care Services National Law

165 Offence to inadequately supervise children

167 Offence relating to protection of children from harm and hazards

Education and Care Services National Regulations

4 Definitions

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Other

National Road Rules Model

National Guidelines for Safe Restraint of Children Travelling in Motor Vehicles – Kidsafe

Motor Vehicle Standards Act 1989 and Australian Design Rules Cwth

Transport Operations (Road Use Management – Road Rules) Regulation 2009

Review

The policy will be reviewed annually.

The review will be conducted by:

- Management
- Employees
- Families

Last reviewed: 14.01.2025

Date for next review: 14.01.2026