



Black Rock Pre School Centre Inc.

55 Bluff Road Black Rock Vic. 3193 Phone 9598 1479

Registered Number A0002536R

AFTER HOURS USE POLICY

1. SCOPE

This policy applies to the Committee, staff, parents/guardians, children, volunteers and students involved with the service.

2. BACKGROUND AND RELEVANT LEGISLATION

Kinder families often use the kindergarten playground after their afternoon session has finished or the Kindergarten room for talks, events etc.

The Approved providers, educating team and committee agree that this is a lovely way for families to socialise. However, this also raises issues in relation to safety and responsibility for children, and security for the kindergarten. In order for access to the building or surrounding playground to continue and in the interests of safety and security the following policy applies.

3. POLICY STATEMENT

- If using the centre or playground immediately after a Kindergarten session, parents or guardians must sign their child/ren out before entering the yard/building. If not signed out 10 minutes after the session and with parents/ guardians, the teachers will sign the children out (as per delivery & collection policy). Once children have been signed out, all responsibility for the children transfers to the parents/guardians.
- Families cannot remain on the grounds if no Approved provider, Educating team member or EXEC Committee member is present.
- Please ensure children and siblings are being supervised at all times and all playground/play equipment is left as found. This includes packing up and items used by children.
- All rubbish from these gatherings is to be taken home.
- All glasses etc used must be cleaned and put away. The kitchen should be left neat and tidy with all food scraps removed.

This policy was adopted by the BRPS Approved Providers and Committee of Management and assessed and updated in April 2019 and is due for review as required.