

**RATIOS AND QUALIFICATIONS**

Every educator has a duty of care for each child they are caring for or educating. Duty of care may be manifested in many ways, including: supervising students so that they comply with rules designed to protect themselves and others from harm, designing and implementing programs and procedures to ensure the safety of children, duty to ensure buildings and facilities are safe, and duty to warn children about dangerous situations or practices. Settlers Farm OSHC ensure we maintain our duty of care in many ways, one of those being maintaining child to educator ratios as determined by a thorough risk assessment and taking into consideration previous ratio requirements under Licencing and Standards – as a minimum the service complies with National Regulations regarding ratios.

**Procedure:**

- Duty of care for children will be maintained at all times.
- The ratio of one educator for every 15 children will be adhered to at all times as a minimum.
- There will be one Qualified Educator for every 30 children (or part thereof) that are being cared for at all times.
- There must be at least one Responsible person in charge caring for the children at all times.
- Ratios for excursions will be determined by a thorough risk assessment, taking into consideration previous ratio requirements under Licencing and Standards.
- Under National Regulations, the service will have a Nominated Supervisor who is ultimately responsible for the running of the service at all times. (but may not be on site or caring for children at all times)
- Volunteers are welcome to assist but will not be counted in the educator to child ratio. (*see Volunteers, Work Experience Students and Visitors Policy*)
- There will be at least one educator who has qualifications in emergency asthma management training, approved first aid training, and anaphylaxis management training caring for the children at all times (these qualifications may all be held by the one educator, or may be shared across educators caring for children)

**NATIONAL QUALITY STANDARD**

QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN		
5.1	Relationships between educators and children	Respectful and equitable relationships are maintained with each child.
5.1.1	Positive educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.
5.2	Relationships between children	Each child is supported to build and maintain sensitive and responsive relationships.
5.2.1	Collaborative learning	Children are supported to collaborate, learn from and help each other.



QUALITY AREA 6: COLLABORATIVE PARTNERSHIPS WITH FAMILIES AND COMMUNITIES		
6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
6.1.1	Engagement with the service	Families are supported from enrolment to be involved in the service and contribute to service decisions.
6.1.2	Parents views are respected	The expertise, culture, values and beliefs of families are respected, and families share decision-making about their child's learning and wellbeing.
6.1.3	Families are supported	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
155	Interactions with children
156	Relationships in groups
157	Access for parents/Caregivers

Policy reviewed	Previous modifications	Next review date
July 2021	No changes	2022