

# **Truscott Street Out Of School Hours Care**

# **OOSH POLICY INDEX**

#### Policy # Policy Title

- 1.1 Communication
- 1.2 Special Needs Diversity& Inclusion
- 1.3 Parent participation & access
- 1.4 Gender equity
- 1.5 Privacy of Information
- 1.6 Cultural relevance and anti-bias
- 1.7 Staff to Student Ratio
- 2.1 Behaviour Guidance
- 2.2 Duty of Care and Supervision
- 3.1 Enrolment policy
- 3.2 Fees & charges
- 3.3 Digital camera and photos
- 3.4 Volunteers, students, visitors
- 3.6 Vacation Care
- 4.1 Daily routine
- 4.2 Homework policy
- 4.3 Programming policy
- 5.1 Outdoor and indoor policy
- 5.2 Television policy
- 5.3 Computer
- 5.4 Environment & Sustainability
- 6.1 Food handling and hygiene
- 6.2 Food and nutrition
- 6.3 Heating, ventilation and lighting
- 6.4 Pest control
- 6.5 Storage
- 6.6 HIV and Hepatitis
- 6.7 Illness and infectious diseases
- 6.8 Immunisation
- 6.9 Medication policy
- 6.10 Allergies
- 6.11 General hygiene
- 6.12 Diabetic management
- 6.13 Authorisations
- 7.0 Water safety
- 7.1 Absent and missing children
- 7.2 Delivery and collection of children
- 7.3 Emergency care
- 7.4 First Aid
- 7.5 Anaphylaxis



### **Truscott Street Out Of School Hours Care**

# **OOSH POLICY INDEX**

Policy #	Policy	Title
- i Olicy n	i oney	THUC

- 7.6 Asthma policy
- 7.7 Building equipment and repairs
- 7.8 Child Protection
- 7.9 Death of a child
- 7.10 Emergency procedures
- 7.11 Hazardous materials incorporated into policy 8.15
- 7.12 Manual handling incorporated into policy 8.15
- 7.13 Electronic devices
- 7.14 Sun safety
- 7.15 Staff injury and management policy
- 7.16 Animal policy
- 7.17 Excursions
- 7.18 Hazards incorporated into policy 8.15
- 7.19 Accidents
- 8.1 Conditions of employment
- 8.2 Employing new staff
- 8.3 Financial Management
- 8.4 Concerns and complaints
- 8.5 Hours of operation
- 8.6 Maintenance of records
- 8.7 Staff orientation
- 8.8 Staff professionalism
- 8.9 Management Committee
- 8.10 Policy development
- 8.11 Relief staff
- 8.12 Security
- 8.13 Staff review and appraisal
- 8.14 Disciplinary action staff
- 8.15 WH&S policy
- 8.16 Staff Grievances
- 8.17 Quality Improvement Plan