



ROAD SAFETY POLICY

Traffic related injuries remain one of the leading, preventable causes of death and serious injury for young children. Driveways, car parks, unfenced yards, private roads, and farms are particular danger areas and many young children, predominantly toddlers, are killed or injured each year in their own home driveway (Kids and Traffic, 2014; Kidsafe, 2018). Our duty of care as an Early Childhood Education and Care Service is to provide children with an adequate level of care and protection to safeguard their health, safety and well-being at all times. Our Service is committed to providing road safety education to help children become responsible road users as pedestrians, passengers and users of bikes, scooters, skateboards and other wheeled toys.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
99	Children leaving the education and care service premises
100	Risk assessment must be conducted before excursions
101	Conduct of risk assessment for excursions
102	Authorisation for excursions

RELATED POLICIES

Excursion Policy Arrival and Departure Policy Supervision Policy	Death of a Child Policy Child Safe Environment Policy Incident, Illness, Accident and Trauma Policy
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PURPOSE

Our Service will ensure best practice guidelines are implemented to ensure that children are kept safe whilst travelling as pedestrians, cyclists, and passengers in vehicles. As Educators, we encourage families to participate in road safety education with their children to support them to become safe and responsible on and around roads.

SCOPE

This policy applies to children, families, staff, management, and visitors of the Service.

IMPLEMENTATION

To comply with National Law and Regulations, Early Childhood Services are required to protect children from harm and hazards likely to cause injury. To ensure compliance, management and Educators of the Service will ensure best practice is adhered to, maintaining children's health and safety.

MANAGEMENT WILL ENSURE:

- a written risk assessment is undertaken prior to excursions, including the safest route for travel, method of travel, type of vehicle and required restraints.
- educators only allow a child to participate in an excursion with the written authorisation of a parent/guardian, in accordance with National Regulations (*Refer to Excursion policy*).
- a risk assessment is conducted for regular outings at least every 12 months or whenever the risks of that excursion change
- road safety education is embedded in the program, supporting children's understanding and knowledge (Kids and Traffic, Vic Roads Primary School roads information)
- educators have access to regular professional development and training in road safety, complying with National Regulations and standards

- there are visible signs to remind families about keeping children safe such as:
 - where to park their car safely, hold their child's hand at all times, listen for traffic
- parents and guardians are provided with specific road safety information, including:
 - parking safely, locking their car and local area speed limits
- parents are provided with general road safety information about transporting children to and from the Service, including:
 - driveway safety, child restraint information, using the kerb side door to access the car and the importance of role modelling safe road and car park use
- parents have a clear understanding about our policies in order to keep children safe
- the Educational Leader educates staff about the importance of road safety
- The *Car park safety checklist* is carried out on a regular basis and items requiring attention promptly rectified.

A NOMINATED SUPERVISOR/RESPONSIBLE PERSON WILL ENSURE:

- a risk assessment is completed prior to excursions to ensure the safest route and minimise or manage any potential risks
- children participate in excursions only if they have parental permission
- children are adequately supervised at all times
- educators remain current with roads and traffic professional development
- educators have a clear understanding and comprehension of National Regulations and Standards in regard to keeping children safe in and around traffic
- road safety is embedded into the program, supporting children's understanding and knowledge
- appropriate road safety expectations are discussed with families including:
 - not leaving children in the car, intoxication whilst driving, child restraints are fitted correctly for the size and age of their child.

EDUCATORS WILL:

- communicate excursion requirements with the Nominated Supervisor and Management to ensure they have a clear understanding about policy and procedures
- have a comprehensive understanding of the National Regulations and Standards
- educate children about the importance of road safety, obeying the rules, listening to families, holding hands, pedestrian safety, car safety etc.

- embed road safety guidelines into the program for children to gain a clear understanding and-knowledge required to stay safe around roads and traffic
- discuss road safety expectations and guidelines with families, including making families aware of young children’s limited capacity to judge distances and speeds of travelling vehicles
- follow appropriate procedures in the event of a vehicle accident involving children, educators or families, including informing management at the earliest possible convenience
- adhere to their duty of care to protect children from harm and keep children safe.

Important:

Parents will be notified as soon as practicable but within 24 hours if their child is involved in an accident at the Service or while under Service care. Details of the incident/accident will be recorded on an Incident, Injury, Trauma and Illness Record.

Important:

If the incident/accident, situation or event presents imminent or severe risk to the health, safety and well-being of the child, or if an ambulance was called in response to the emergency (not as a precaution) the Regulatory Authority will be notified within 24 hours

PARENTS ARE RESPONSIBLE FOR:

- reading, signing and dating permission forms prior to excursions to confirm they agree to the excursion conditions
- ensuring their child/children travels in an appropriate and approved restraint suitable for their age and weight when arriving and departing the Service
- being aware of and complying with road and car park safety requirements when arriving and departing from the Service
- never leaving a child/children and/or animal in the car alone at any time
- using the safest door when arriving and departing the Service
- being aware of the Service policy relating to safe transportation of children to and from the service.

USEFUL RESOURCES:

Child Road Safety: www.childroadsafety.org.au

Kids and Traffic: <http://www.kidsandtraffic.mq.edu.au/>

Kidsafe Inc: www.kidsafensw.org/road-safety/

Transportation of Children with Additional Needs: www.rch.org.au/tocan

SOURCE:

Australian Children's Education & Care Quality Authority. (2014).

Education and Care National Regulations. (2011).

Education and Care Services National Law Act 2010. (Amended 2018).

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Standard. (2017).

Karen Kearns. (2017). *The Business of Childcare* (4th Ed.).

Kids and Traffic: Early Childhood Road Safety Education Program. (2014): <http://www.kidsandtraffic.mq.edu.au/>

Kidsafe: Child Accident Prevention Foundation of Australia. (2018): <https://kidsafe.com.au/statistics-2/>

Revised National Quality Standard. (2018).

REVIEW

POLICY REVIEWED	DECEMBER 2019	NEXT REVIEW DATE	DECEMBER 2020
MODIFICATIONS	<ul style="list-style-type: none">• Related policies added• Useful resources added• additional information added to points		
POLICY REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE	
DECEMBER 2018	<ul style="list-style-type: none">• Incorporated references to existing road safety forms.• Additional information added to points.• References added to statistical information.• Sources checked for currency.• Sources/references corrected, updated, and alphabetised.	DECEMBER 2019	
OCTOBER 2017	<ul style="list-style-type: none">• Updated references to comply with the revised National Quality Standard	DECEMBER 2018	
CREATED MAY 2017 AUGUST 2017	<ul style="list-style-type: none">• New Policy Created• Updated to meet the National Law and/or National Regulations in respect of a serious incidents and notification purposes.	MAY 2018	