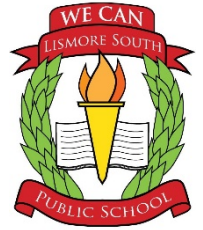


Lismore South Public School Preschool - Ngulliboo Jarjums

Notification of Change to Policies or Procedures Procedure

Reviewed: 1st September 2021 Next review: September 2022




Education and care services regulation/s	NSW Department of Education policy, procedure or guidelines	DoE Preschool Guidelines	School policy or procedure, where applicable
Regulation 172 Regulation 168	https://education.nsw.gov.au/policy-library/policies/evaluation-policy?refid=285851	p. 83-88	


The following outlines the principles of notification of change to the localised procedures of Lismore South Public School Preschool – Ngulliboo Jarjums.


Localised Procedures for Review


Educators and staff provide access to parents/carers to the following localised procedures as set out in Regulation 168;

-  [Acceptance and refusal of authorisations.docx](#)
-  [Governance and management of the service including confidentiality of records.docx](#)
-  [Excursions.docx](#)
-  [Emergency and evacuation.docx](#)
-  [Dealing with complaints.docx](#)
-  [Delivery and collection of children.docx](#)
-  [Dealing with infectious diseases.docx](#)
-  [Administration of first aid.docx](#)
-  [Water Safety.docx](#)
-  [Sleep and rest for children.docx](#)


 Payment of fees and provision of a statement of fee charged by the education and care service.docx


 Nutrition, food and beverages and dietary requirements.docx


 Sun Protection.docx


 Dealing with medical conditions in children.docx

 Providing a child safe environment.docx

 Incident, injury, trauma, and illness.docx

 Staffing.docx

 Interactions with children.docx

 Enrolment and orientation.docx

Other Localised Procedures

Educators and staff provide access to parents/carers to the following additional localised procedures;

- Physical Activity and Screen Time
- Communicating with the Preschool
- Observation and Educational Program
- Prescribed Information to be Displayed
- Children Arriving and Departing by Bus (Private)
- Social Distancing
- Up to Date Immunisation at Preschool
- Continuous Improvement

The educators and staff of Lismore South Public School Preschool – Ngulliboo Jarjums ensure that parents/carers of children enrolled are notified at least 14 days before making any changes to a localised procedure that may have a significant impact on;

- a) the provision of education and care to any child enrolled
- b) the family's ability to utilise the service.

The educators and staff of the Lismore South Public School Preschool – Ngulliboo Jarjums ensure that parents/carers of children enrolled are notified at least 14 days before making any change that will affect the fees charged or the way in which fees are collected.