

Adequate furnishings and equipment are an essential component of quality early childhood care. We have a responsibility to protect the health and safety of children enrolled at the centre. This is reflective in our health and safety policies, however nursery furniture and equipment safety is important to every person who enters the premises or uses the Centre's equipment, including children, families, staff and educators, visitors and students.

The centre defines 'Buildings' as the main structure of the child care centre building. This may include verandas, fences and sheds.

- The centre defines 'Furniture and Equipment' as all children's toys indoors and outdoors. All electrical appliances and office equipment, such as; computers, photocopiers. Any furniture within the centre, such as, tables, chairs, and shelves
- It is understood that there is a shared legal responsibility and accountability between, and a commitment by, all persons to implement the centre's Maintenance of Buildings and Equipment Policy, procedures and practices
- The centre will consistently reflect on its environment and put in place a plan to ensure that the environment continuously reflects our ideology of providing an environment that is safe, stimulating and engaging for all who interact with it.
- The Educators in each room will complete an Indoor /Outdoor Risk Assessment on a daily basis to ensure the Maintenance of equipment.
- It is the responsibility of the Approved Provider/Nominated Supervisor to complete a Building Safety Checklist of the centre and its grounds bi-annually and ensure any works deemed necessary are done to Australian standards. The Approved Provider/Nominated Supervisor will also ensure that the centre and its grounds comply with Local Government and BCA regulations in regards to fire ventilation, natural and artificial lighting and safety glass.
- Should the centre undertake major renovations, management plans will be put in place to ensure that the safety of educators, children, families and others at the centre is not compromised.

Management and Educators have a responsibility and duty of care to ensure the building, furniture, grounds and equipment are safe and hygienic. We aim to ensure all furniture and equipment at the Centre has acceptable safety standards and age appropriate for the children.

Our Service understands the importance of children experiencing and learning about risk through safe and creative play. All children have the right to be safe. The provision of safe environments for children is essential to prevent injury and enable them to grow and develop. We will only use furniture and equipment that been made in accordance with Australian mandatory design standards and the safe baby code of practice which has been developed by Kidsafe Child Accident Prevention Foundation of Australia.

Management will ensure:

- The equipment and furniture used in providing the education and care at the centre is safe, clean and in good repair
- The age recommendation in relation to the age and developmental stage of the children using the furniture and equipment
- Educators are aware of appropriate instructions for use and supervision
- Furniture is securely built so it will not collapse, is easy to clean, and non-toxic
- Look to identify any entrapment hazards; it is easy for small fingers and limbs to get caught in gaps. Head and upper body entrapments can cause death by asphyxiation.
(Be aware that fingers can get caught in holes or openings between 5-12mm, limbs in gaps between 30-50mm and heads in gaps over 85mm.)
- All equipment and furniture is kept in a clean and hygienic state, particularly before and after food centre.



- Furniture and equipment does not contain any lead. This is most likely to occur with second hand furniture.
- Adhere to National Law and the Education and Care Services National Regulations and licensing requirements that relate to the safety of children at the Centre.

Educators will ensure:

- They carefully consider all aspects regarding the use of furniture and equipment and how it suits the age and stage of the children’s development.
- All cupboards have safety locks and remain locked when not in use
- Effective supervision of children, including infants at all times to minimise the risk of accidents and injuries that could result from the furniture and equipment within the learning environment and nursery.
- To regularly test locking devices to ensure they work correctly
- To regularly check furniture and equipment for stability wear and tear.
- Non-toxic, easy to clean surfaces will be sourced for all equipment.
- Reflect on common accidents and incidents in the learning environment and implement an action plan to ensure the safety of children and minimise accidents at the Centre
- A record is kept of any furniture or equipment that needs maintenance in the Maintenance Register and report this to Management.
- Provide a safe physical environment that allows children to play safely.
- They remain up to date with health and safety changes within the early childhood sector by attending appropriate professional development.
- The furnishing and equipment within the program supports and stimulates children’s development

Nursery Furniture

- The Nursery will be free from small objects or items that can break and become a potential hazard.
- Always use furniture and equipment that is free of rough surfaces, sharp edges, points, projections and small pieces that can break off. (Avoid using unsafe equipment such as baby walkers)
- To reduce the risk of harm, collapsible furniture and furniture that presents possible entrapment hazards will not be used in the Nursery.
- Infants will never be left unattended at any time. All infants are to be safely secured in their highchair when eating.
- Ensure the sides of cots are put up when children are inside

Source: Australian Children’s Education & Care Quality Authority. (2014), Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2015, ECA Code of Ethics, Guide to the National Quality Standard, Early Years Learning Framework for Australia: Belonging, Being and Becoming, Product Safety http://www.productsafety.gov.au/system/files/Keeping%20baby%20Safe_0.pdf Kids Safe, Occupational Health & Safety Act.

Date Implemented: 16/04/2012

Review Completed: 16/04/2019

Schedule for Review: 16/04/2020

National Quality Standard – NQS		
Quality Area 2: Children’s Health and Safety		
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
Education and Care Service National Regulations		
103	Premises, furniture and equipment to be safe, clean and in good repair	
105	Furniture, materials and equipment	



