



Equipment Policy

Rationale/Purpose:

To ensure that all equipment used by the centre children and staff is safe, hygienic and maintained and kept in good repair for their use. (**ece regulation 31**).

Statement/Objective:

That all equipment available or purchased is safe and usable, giving each child the opportunity to approach his/her full potential through the use of resources provided.

Broad Guidelines:

- That equipment is made available to centre children and that the staff encourage the children to care for and return equipment to the appropriate area when finished.
- Staff will ensure that all equipment is checked regularly, identifying the hazards in each area and immediately removing any broken or unsafe equipment for repair and inform the Health and Safety Officer who will inform Management.
- Staff will ensure that all indoor equipment is kept indoors and outdoor equipment i.e. Sandpit toys etc., are kept in the appropriate areas and encourage children to do the same.
- The principal teacher and staff will ensure in the case of any infectious diseases, that all equipment is sanitised accordingly to avoid the spread of further infection.
- That money be made available to purchase equipment that reflects our centre's Christian philosophy.
- That money be made available to purchase equipment that is culturally and developmentally appropriate for tamariki and that also reflects the uniqueness of the dual heritage of Aotearoa.
- To ensure the health and safety of all children and staff at our centre.

Lines of Responsibility:

Management and all staff

Links to Other Documentation:

Date: January 2010

Signed:

Review Date: January 2011

Responsibility for Review: Principal Teacher