

COMMUNITY INVOLVEMENT POLICY

Best Practice – Quality Area 6

PURPOSE

CKCC has an important role to play in encouraging children and their families to feel part of the community and in supporting them to make a contribution to it eg: Bush Kinder, library and Age Care. Valuable resources can be accessed from within the community to support children's learning and wellbeing. CKCC has an active presence in the local community, seeks to strengthen community links and uses community resources to meet the needs of local families and their children (Standard 6.3) - The service collaborates with other organisations and services providers to enhance children's learning and wellbeing.)

POLICY STATEMENT

1. VALUES

CKCC is committed to:

- effective engagement in developing a positive relationship with its community.
- acknowledge the diversity of its community.
- encourage stakeholders to participate within the children's program.
- apply for government grants and to support community involvement.

2. SCOPE

This policy applies to the Approved Provider, Persons with Management Control, Nominated Supervisor, Person in day to day charge, staff, parents, guardians, students on placement, and volunteers

Background and legislation

Background

CKCC is committed to the children's learning and wellbeing to allow them to feel connected within their local community, by this CKCC applies for various grants to assist this.

The children's learning program consists of engaging and utilising the local community eg: post office, library, market. Parent participation is important within CKCC whether it is joining the committee, volunteering watering the garden, engaging in an activity and so on.

Legislation and standards

- Disability and Discrimination Act 1992.
- Educational and Care Services National Regulations 2011.
- Education and Care Services National Law Act 2010.
- Federal and State Equal Opportunity Legalisation Act 2010.
- United Nations Convention on the Rights of the Child.
- National Quality Standard, Quality Area 1: Educational program and practice
 - Standard 1.1: The educational program enhances each child's learning and development.
 - Element 1.1.1: Approved learning framework
- National Quality Standard Area 6: Collaborative partnerships with families and communities.
 - Standard 6.2: Collaborative partnerships enhance children's inclusion, learning and wellbeing.
 - Element 6.2.2: Access and Participation
 - Element 6.2.3: Community engagement

DEFINITIONS

The terms defined in this section relates specially to this policy. For commonly used terms eg Approved Provider, Nominated Supervisor etc to refer to the General Definitions section of this manual.

- **Age Care** – a special purpose facility which provides accommodation and other types of support, including assistance with day to day living, intensive forms of care and assistance towards independent living, to frail and aged residents.
- **Bush Kinder** – children playing and learning outdoors in nature – supporting outdoor learning in early childhood contact with nature is critical for our physical, mental, social and wellbeing, it has positive effects on our ability to concentrate to learn, to solve problems, to relax and to be creative. Children will be provided with time and ideal environment to develop understanding and maintaining their natural surroundings away from the service.
- **Community** – a group of people living in the same place or having a particular characteristic in common.
- **Indigenous** – originating or occurring naturally in a particular place – native

Sources

- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011. Regulations 76;157;171-173
- National Quality Standard for Early Childhood Education and Care and School Age (Oct 2011) - Element 1.1.1; Element 6.2.2; Element 6.3.1; Element 6.3.4
- Early Years Framework for Australia – Practice: Holistic approaches; Responsiveness to children; Cultural competence; Continuity of learning and transitions – Outcomes 1, 2, 3.
- Early Childhood Australia (ECA) 2017. Commitments to Action. http://www.earlychildhoodaustralia.org.au/commitment/early_childhood_australias_commitment.html
- The services holds current information on relevant community resources and makes these available to families which are kept in the foyer.
- United Nations Convention on the Rights of the Child.
- DEEWR – Child Care Services Handbook 2011-2012 section 6.5. What are my services responsibilities to parents – retrieved 29th April, 2011. www.deewr.gov.au

Services policies

- Bush Kinder Policy.
- Confidentiality and Privacy Policy.
- Child Safe Environment Policy.
- Curriculum Development Policy.
- Equal Opportunity Policy.
- Environmental Sustainability Policy.
- Excursions and Events Policy.
- Grievance and Complaints Policy.
- Inclusion and Equity Policy.
- Road Safety and Safe Transport Policy.
- Water Safety policy.

PROCEDURES

The Approved Provider and Persons with Management Control is responsible for:

- To comply, review and evaluate with this policy.
- Good communication between families and management; family support for the service; relevant up to date information on community values and needs; the service is known and given a positive image within the community; complaints about the service are heard and acted upon.
- To advertised on the centre's website / brochures of the success of the grants, photos etc.
- A committee member to apply for grants that could assist the service in relation to the community.
- For promoting the success of grants the services receives.

The Nominated Supervisor and the Persons in Day to Day charge and responsible for:

- To ensure that all employees, volunteers and students on placements abide and comply with this policy.
- To have good communication skills between the families and management.
- To ensure relevant up to date information on the community values and needs.
- To continue with the service is known and given a positive image within the community.
- If any complaints are made about the service, then the Nominated Supervisor will inform the Approved Provider and then acted upon.
- The Nominated Supervisor will ensure that a newsletter will be given to individuals identified by the Approved Provider, Nominated Supervisor and Persons Responsible and others as having an interest in the operations of the services.
- To ensure the service brochures is kept updated providing general information about the service to the community.
- Ensure community involvement becomes an integral part of the children's program.
- The Nominated Supervisor in partnership with the Educator Leader and Team Leaders will invite community members to visit the service to share their social, cultural heritage with the children, families and others.
- The Nominated Supervisor will allocate and offer students placements to students attending early childhood or education and care training at college or university, high school students who wish to gain work experience as part of their school program provided that the school has initiated the placement.
- To ensure that all visitors provides a current Working with Children Check / Police check in accordance with the Education and Care Services National Regulations.

Persons Responsible and other educators are responsible for:

- Reading and complying with this Policy.
- Open communication with parents in regard to information about the people and resources available within the community.
- To include parents to be involved in projects and events that supports children's learning and establish connections with the community.
- Educators will reflect those cultural values and diversity of the broader community, including Aboriginal and Torres Strait Islander communities when planning the children's leaning environment.
- Ensuring children's safety and wellbeing is always a factor in any decision to invite visitors to the service.
- Inviting visitors into the services as part of the children's learning.

- To ensure to consult with families about their own social and cultural backgrounds and make them feel confident that their culture will be reflected in the service; to have opportunities to establish links with and make a contribution to their community; to have access to people and resources from within the community that supports their child's learning and wellbeing.
- Community people with a skill, art or experience from which the children will gain experience or enjoyment.
- To consider this policy when developing the calendar of events for the year with regards to the children's learning program.
- To support other colleagues of awareness of this policy.
- Educator Leader to support staff with this policy in regard to the children's learning program.

Parents/guardians are responsible for:

- Reading and Complying with this Policy.
- To participate within the children's learning program eg: culture days as to where they live.
- To feel confident that their culture will be reflected into the service.

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- Regularly seek feedback from everyone affected by the policy regarding its effectiveness, particularly in relation to identifying and responding to child safety concerns.
- Monitor the implementation, compliance, complaints and incidents in relation to this policy.
- To ensure that all information related to infectious diseases are on displayed and supplied to parents/ guardian is current
- Keep the policy up to date with current legislation, research, policy and best practice.
- Revise the policy and procedures as part of the service's policy review cycle, or as required.
- Notify parents/guardians at least 14 days before making any changes to this policy or its procedures (Regulation 172(2)).

ATTACHMENTS

Nil

AUTHORISATION

The policy was adopted by the Approved Provider of Camberwell Kindergarten and Child Care Centre Inc. on 05/04/2019.

REVIEW DATE: 05/04/2021