Kidsafe
Child Accident Prevention Foundation of Australia









Kidsafe Family Day Care Safety Guidelines

7th Edition - March 2021

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Kidsafe NSW on behalf of Kidsafe Australia has prepared this 7th edition of the Family Day Care Safety Guidelines.
First published in 1986.

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We acknowledge the Aboriginal peoples as the first inhabitants of Australia
and the traditional custodians of the Country on which we live, learn, work and play.
We pay respects to their Elders past, present and future.

……

For further information regarding these Safety Guidelines, contact Kidsafe in your state or territory:
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You are free to download and copy the Safety Guidelines for use in Family Day Care Services.
www.kidsafe.com.au
Copies must not be offered for sale or published elsewhere.

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Disclaimer

The Kidsafe Family Day Care Safety Guidelines has been prepared from information available to Kidsafe Australia – the Child Accident Prevention Foundation of Australia (CAPFA) at the time of preparation. This document is aimed at supporting early childhood educators to prevent unintentional injury to children by identifying potential risks and hazards in the Family Day Care (FDC) environment.

Whilst care has been taken to ensure the accuracy of the information provided, Kidsafe Australia takes no responsibility for any errors, omissions or changes to information that may occur, and disclaims all responsibility and liability to any person for any actions taken or not taken because of the information within these Guidelines.

This document is a guide only, not regulation. It does not override state or territory legislation or regulations, national standards or service policies (where applicable).

Individual state and territory legislation and safety guidelines must be consulted in relation to particular standards or requirements, as these vary across Australia. Where applicable, national standards have been included throughout the document.

These Safety Guidelines are of a general nature and may not address issues relevant in particular circumstances. Family Day Care services and coordinators should seek their own legal and professional advice to ensure compliance with relevant laws and standards.

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Commendations

On behalf of Family Day Care Australia, I commend Kidsafe on their ongoing commitment to the safety of children across Australia and, through this valuable resource, in family day care services. Child safety is paramount. We share a commitment to ensuring that child safety is at the forefront of educators' practice and it is through evidence-based resources like this that this endeavour is strengthened.

Andrew Paterson, CEO, Family Day Care Australia

Keeping children safe is of critical importance and the Family Day Care Safety Guidelines are an integral part in ensuring the safety of our children. The Safety Guidelines are an important part of our commitment to child safety and advocating for best practices on behalf of the youngest members of our society. This is an initiative that Kidsafe is extremely proud to provide, and are honoured to have been able to serve the community in this way since 1986 right up to the present day with this latest publication.

Craig Ray, President, Kidsafe Australia

SECTION ONE – Overview

Introduction

Injury is a major health problem for Australian children. Each year approximately 150 children die as a result of injury.[1] For every one child that dies, a further 450 will be hospitalised. Many of these will require ongoing medical care. About one-third of the children injured are younger than five years old and half of these injuries occur at home.[2]

In 2019, Kidsafe Australia celebrated 40 years of *making a safer world for kids*! In 1979, child injury death rates for 0-14 year olds were about 650 per year, in the most recent data available, these now sit at about 150 per year. While the reduction of these deaths is a great achievement, there is still more to be done.

Many of these unintentional deaths and injuries are avoidable and can either be prevented or injury minimised.

Putting simple preventative strategies in place can reduce the likelihood and severity of injury.

Kidsafe Australia developed these national Safety Guidelines, to support the prevention of unintentional child injury in home-based education and care services such as Family Day Care.

Kidsafe Australia is a national non-profit organisation dedicated to the prevention of unintentional childhood injuries and reducing the severity of unintentional injuries to children under the age of 15 years. Its aim of a safer world for children is achieved through community education, research, advocacy, and environmental and legislative change.

Australian Standards

Throughout the Safety Guidelines, Australian Standards are referenced to assist agencies and service providers locate recommended safety measures and specifications.

Relevant and applicable Australian Standards are listed at the beginning of each risk area outlined in Section Two. Information can also be found in Section Three - References, resources, contacts and Australian Standards. This is not an exhaustive list, and it is recommended that Family Day Care coordinators and educators routinely check with their local regulatory authority regarding relevant Australian Standards.

Standards establish a common language so that consumers can buy products and services knowing that experts have assessed them and are safe and reliable.

"*Australian Standards are published documents setting out specifications and procedures designed to ensure products, services and systems are safe, reliable and consistently perform the way they are intended to. They establish a minimum set of requirements which define quality and safety criteria. Australian Standards are voluntary documents that are developed by consensus. Many Australian Standards, because of their rigour, are adopted into legislation to become mandatory or referenced in contracts*."[3]

Aim

The aim of these Safety Guidelines is to support home-based education and care services to:

- establish a level of safety for the approved Family Day Care venue
- identify potential hazards so that they can be managed to reduce the risk of unintentional injury to children.

The Safety Guidelines are designed to be used as a tool to help create a safer environment for children by:

- identifying a number of potential risk areas
- specifying information on minimum safety requirements and legislation
- providing suggestions on how to deal with the risk
- giving additional resources and contact details
- supplying a comprehensive checklist to identify and reduce hazards in and around the Family Day Care venue.

Purpose

Family Day Care coordinators and educators can use this information as part of their overall program. The Safety Guidelines focus on the age group of children most at risk – those under school age. Educators will need to consider adjustments for school-age children regarding age-appropriate toys, supervision levels and playground and safety equipment.

It is recommended that Family Day Care coordinators and educators:

1. Participate in **regular professional development**.

2. Routinely check **variations or additional requirements**.

Local variations must be checked with the relevant regulatory authority in each state and territory.

3. **Discuss the areas** outlined in Section Two during the home assessment.

4. **Complete the hazard reduction checklist,** provided in Section Four.

The approved Family Day Care venue is assessed annually or as required by the relevant regulatory authority.

REMEMBER: Family Day Care coordinators play an important role in supporting educators to understand child safety needs. Therefore it is recommended that coordinators:

- make explanations clear
- reinforce any positive steps in managing child safety
- encourage educators to be vigilant in recognising and treating potential hazards as they arise
- support educators to participate in training workshops that are tailored to specific needs
- have detailed discussions with educators about the content and aims of the Safety Guidelines, emphasising the following points:
  - the hazard reduction checklists provide an opportunity to examine any actual or potential hazards in the Family Day Care venue and property
  - the hazards should be dealt with as they arise, and a time frame established to ensure that they are addressed promptly.

Ensure the service's policies and procedures clearly outline practices that support children's safety.

Definitions

Some of the specific terms used throughout the Safety Guidelines are defined as follows:

Barriers*	A device intended to prevent the user from falling and from passing beneath.
Challenge¨	Situations that allow risks without undue danger of serious harm.
Supervised early childhood service (SECS)*	A defined playspace used by an education and care service or children's services, for children under school aged, which is supervised by educators.
Domestic trampoline **	A rebound-jumping device that is greater than 360mm from the ground surface and has a bed surface greater than $1m^2$.
Entrapment*	A hazard presented by the situation in which a body, or part of a body, or clothing can become trapped.
Falling space*	The space in, on or around the equipment that can be passed through by a user falling from an elevated part of the equipment.
Free height of fall*	The greatest vertical distance from the point of clearly intended body support to the impact area below.
Free space*	The space in, on or around the equipment that can be occupied by a user undergoing a movement forced by the equipment (e.g. sliding, swinging, rocking).
Hazard^	Something, including a person's behaviour which has the potential to cause death, injury or illness.
Impact area*	The area that can be hit by a user after falling through the falling space.
Impact attenuating surface **	A material designed and tested to the Australian Standard (AS 4422), installed in impact area to minimise the impact of falls and reduce the risk of head or other serious injuries.
Risk assessment*	The identification, evaluation, and estimation of the levels of risks involved in a situation and the likelihood of its occurrence, its comparison against benchmarks or standards, and determination of an acceptable level of risk.
Risk benefit assessment*	A tool to aid risk management that explicitly brings together consideration of the benefits as well as the risks of play in a single judgement.
Supervision†	An adult constantly observing and relating to children as to respond immediately including when a child is distressed or is in a hazardous situation.
Young child††	Refers to babies, toddlers and three to five year olds, unless otherwise stated.
Wheeled toy^^	A child's pedal car, scooter or tricycle or a similar toy, but only when it is being used only by a child who is under 12 years old.

* Definition taken from AS 4685
** Definition adapted from AS 4685
¨Definition adapted from Play England
† Definition adapted from Victoria Government
††Definition taken from Australian Government
^Definition taken from Safe Work Australia
^^Definition take from Road Rules 2014

SECTION TWO – Risk and safety management

1. Risk and safety management

It is good practice for Family Day Care educators to conduct environmental risk assessments on a daily basis. Risk assessments of activities and excursions are also required.

Educators will be guided by service policies and procedures and advised by staff at their Family Day Care service.

The hazard reduction checklist (Section Four) is part of our risk management approach to child safety. It is a useful tool for helping to identify and analyse potential risks, and to decide on the best type of treatment. Ongoing review is essential to ensure the risk treatment is the most appropriate action.

The risk level matrix below is a simple, but effective way of helping to categorise and prioritise potential risks and their treatment. Different risks require different levels of action.

	Consequences		
Likelihood	**Major**	**Moderate**	**Minor**
Likely	**Red**	**Red**	**Amber**
Possible	**Red**	**Amber**	**Green**
Unlikely	**Amber**	**Green**	**Green**

(Adapted from SA/SNZ HB 89)

Risk treatment key

Red	Immediate action
Amber	Heightened action
Green	Business as usual

Using the table above, for example, if the **consequence** is 'major' and the **likelihood** is 'likely', then the **response** level is 'red' indicating that immediate action needs to be taken; similarly, if the **consequence** is 'moderate', but the **likelihood** is 'likely', then the **response** is also red. Alternatively, if the **consequence** is 'minor' and the **likelihood** is 'unlikely', then the **response** is 'green', which indicates that a business as usual approach may be sufficient.

Risk management approach deals with potential safety hazards. This approach is adapted from the risk management process as outlined in AS/NZS ISO 31000: Risk management - Guidelines.

Risk management does not require the automatic removal of all risks. Risk benefit assessment is frequently a more appropriate method of assessment.

Family Day Care services and educators can develop an approach to risk management that considers the benefits as well as the risks. A degree of risk can be beneficial in play. Providing children with the opportunity to enjoy challenging, adventurous play, encountering hazards and taking risks will assist in their development and support their capacity to manage risks for themselves.

1.1. Safety management

Australian Standards

For further information, see Section Three of these Safety Guidelines.

Australian Standards		
Reference	**Title**	**Area covered**
HB 46	*Fire Safety in the Home*	Fire prevention and management
AS 3786*	*Smoke alarms using scattered light, transmitted light or ionization*	
AS/NZS 1841*	*Portable fire extinguishers*	
AS/NZS 2444*	*Portable fire extinguishers and fire blankets- selection and location*	
AS 1851	*Maintenance of fire protection systems and equipment*	
AS/NZS 3661.2*	*Slip resistance of pedestrian surfaces – Guide to the reduction of slip hazards*	General: slip hazards
ISO/IEC Guide 50	*Safety aspects – Guidelines for child safety*	Child safety
AS 4226	*Guidelines for safe housing design*	Safe housing design
AS/NZS ISO 31000	*Risk management- Guidelines*	General risk management practice
SA/SNZ HB 89	*Risk management – Guidelines on risk assessment techniques*	
HB 266	*Guide for managing risks in not-for-profit organisations*	
Other Regulatory Documents		
National Construction Code (NCC) of Australia		
*Mandatory Australian Standard		

1.1.1. First aid

Family Day Care educators and assistants must:

- hold a current approved first aid and CPR qualification
- undertake current approved anaphylaxis and emergency asthma management training
- have a suitably equipped, easily recognisable and readily accessible first aid kit, available only to adults wherever an educator is educating and caring for children

1.1.2. Communications

Approved Family Day Care venues must have ready access to an operating telephone or other similar means of communication.

A list of the following emergency numbers must be placed next to the telephone and/or in a prominent place (see the sample given below):

- 000 – Ambulance, Fire Brigade, Police
- 13 14 44 –Police Assistance Line (Nationwide)
- 13 11 26 – Poisons Information Centre
- Nearest hospital

EMERGENCY NUMBERS (Sample)

Ambulance:	**000**
Fire Brigade:	**000**
Police:	**000**
Poisons Information Centre:	**13 11 26**
FDC Service:	_____
Nearest Hospital:	_____

1.1.3. Emergency procedures

All educators must conduct a risk assessment to identify hazards. This will inform the written evacuation procedure and floor plan in consultation with a coordinator from their service. The plan must be displayed at each exit and evacuation procedure practised every three months and appropriately documented as per the National Regulations.

1.1.4. Fire prevention and management

Educators should check the Australian Standard, The National Construction Code (NCC) and relevant state or territory regulations. If using fire blankets, consider installing in the kitchen area and be familiar with how to use it in the event of a fire. Fire extinguishers and blankets must be checked every six months by recognised authorities.

- **Smoke detectors** are mandatory for all homes. They must meet the Standard and must be checked regularly to ensure that they are operational (refer to AS 3786) and be positioned according to the requirements of The National Construction Code (NCC).
- **Fire extinguishers** should be installed in homes and maintained as required.



Regularly check and maintain smoke detectors

Part 2 – Drowning

Drowning is one of the major causes of unintentional death for children aged 0-4 years. There are eight non-fatal drowning events for each toddler drowning death.[4] According to the Royal Life Saving Society of Australia an annual average of 30 drowning deaths[5] of children aged 0-4 years occur in swimming pools, and 5 drowning deaths of children aged 0-4 years in bathtubs/spa baths.[6]

Although home swimming pools are the most common site for drowning, young children can drown in just a few centimetres of water. Common items such as buckets, pots, water tanks, water features, water troughs, water play equipment, fishponds, or even a pet's water bowl are all potential hazards for young children.

It takes only a few seconds for a child to drown.
Adult supervision of young children in, on, or around water must be constant.

Relevant Australian Standards and Regulations:

There are a range of Standards that can help with safety around pools. For further information, see Section Three of these Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
AS 1926 Set* Includes:	*Swimming pool safety Standards Set*	Pools and spas
AS 1926.1*	*Swimming pool safety - Safety barriers for swimming pools*	
AS 1926.2*	*Swimming pool safety - Location of safety barriers for swimming pools*	
AS 1926.3*	*Swimming pool safety - Water recirculation systems*	
AS 2610.2	*Spa pools – Private spas*	
AS 3861	*Spa baths*	
*Mandatory Australian Standard		

2.1. Pools, spas, paddling pools and inflatable pools that can be filled to more than 300mm of water

Legal requirements for pools, spas, paddling pools and inflatable pools vary across Australia. It is very important to check with your local council and regulatory authority. National safety standards requirements include:

- enclose swimming pools with an isolation barrier that complies with the Australian Standard

- enclose paddling pools and inflatable pools that can be filled to more than 300mm of water with an isolation barrier that complies with the Australian Standard
- make spas inaccessible with a locked pool cover when not in use or an isolation barrier with a self-closing and self-locking gate (AS 2610.2). Isolation barriers should be at least 1.2m high and without footholds that would allow a young child to climb over
- ensure boundary barriers that form part of the pool barrier, are at least 1.8m high
- confirm that gates are self-closing, self-latching and have a child-resistant lock
- do not allow direct access from the house to the pool





Image source: Kids Health at The Sydney Children's Hospital Network

- never prop pool gates open, always keep the gate closed
- ensure any doors that form part of the pool barrier have a self-closing mechanism and a child-resistant lock
- restrict windows that form part of the pool or spa barrier from opening more than 100mm
- ensure a Non-Climbable Zone (NCZ) (on the outside of the pool barrier) of at least 900mm
- remove objects that could help a child to climb over a fence or open a gate, door or window. This includes furniture and climbable plants or shrubs growing on the pool fence
- remove the ladder from above-ground pools and store safely when not in use
- display a resuscitation chart prominently within the pool area
- make pool filters inaccessible to children.

2.2. Bathtubs

Educators may have reason to use a bathtub with Family Day Care children, such as a child who is in 24-hour care. In this case, educators should ensure they:

- maintain constant supervision
- remain within arm's reach of children at all times
- empty water immediately after use.

2.3. Water features

Water features such as ponds, wells and holes (see Figure 1) should be:

- completely covered by a solid material which is secured in position and can support the weight of an adult
- designed to prevent a child putting their face into the water such as installing large rocks/boulders that will significantly reduce the depth of water

OR

- completely enclosed by a barrier, such as a fence, wall, gate or door.

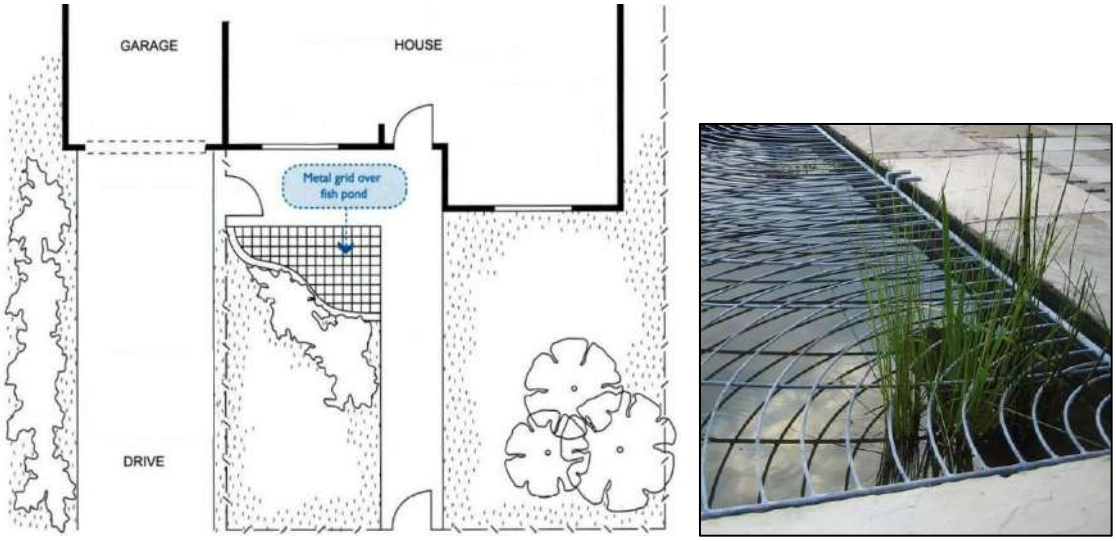


Figure 1: Water features and pond safety

2.4. Creeks, rivers, dams and natural ponds

Home-based education and care services that are adjacent to, or provide access to, bodies of water such as creeks, rivers or dams should have:

- a barrier, such as a fence or wall, which separates the property from that body of water to allow for a safe play area.

2.5. Plumbing fixtures and appliances

Where there are rooms, areas or cupboards that have a basin, tub, washing machine or similar plumbing fixture or appliance, it is recommended to:

- securely enclose the area with doors or gates that have child-resistant catches
- store plugs (e.g. bath plugs) out of reach of young children.

2.6. Water containers

Store or enclose any moveable water container such as a nappy bucket, animal drinking bowl and paddling pool out of reach of young children.

Part 3 – Falls, slips and trips

Falls are the most common cause of injuries to children less than five years, with the majority being head injuries and fractures. Any of the following examples could provide a potential risk:

- slippery/uneven floors
- unsecured rugs
- protruding/climbable furniture
- stairs
- change tables
- cots
- highchairs
- play equipment
- trampolines
- beds and bunk beds
- bathtubs and spa baths
- windows and balconies.

Australian Standards:

For further information, see Section Three of these Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
AS 4226	*Guidelines for safe housing design*	Stairs and balustrades
AS 4586*	*Slip resistance classification of new pedestrian surface materials*	
AS 4685 (Set) AS 4685.0 AS 4685.1 AS 4685.2 AS 4685.3 AS 4685.4	*Playground equipment and surfacing safety set* *This set includes the following titles:* • *Playground equipment and surfacing - Development, installation, inspection, maintenance and operation* • *Playground equipment and surfacing - General safety requirements and test methods (EN 1176-1:2008, MOD)* • *Playground equipment and surfacing - Additional specific safety requirements and test methods for swings (EN 1176-2:2008, MOD)* • *Playground equipment and surfacing - Additional specific safety requirements and test methods for slides (EN 1176-3:2008, MOD)* • *Playground equipment and surfacing - Additional specific safety requirements and test methods for cableways (EN 1176-4:2008, MOD)*	Play equipment Height of equipment Playground maintenance and safe play

AS 4685.5 AS 4685.6	• *Playground equipment and surfacing - Additional specific safety requirements and test methods for carousels (EN 1176-5:2008, MOD)* • *Playground equipment and surfacing - Additional specific safety requirements and test methods for rocking equipment*	
AS 4422	*Playground surfacing – Specifications, requirements and test method*	Falling space and impact area Playground surfacing
AS/NZS 8124 Part 6 (ISO 8124-4, MOD) *	*Safety of toys - Swings, slides and similar activity toys for indoor and outdoor family domestic use*	Swings, slides, toys
AS 4685.2	*Playground equipment and surfacing – additional specific safety requirements and test methods for swings*	Swings
AS 4989	*Trampolines for domestic use – Safety aspects*	Trampolines
AS/NZS 2088*	*Prams and strollers – Safety requirements*	Furniture and furnishings
AS/NZS 2172*	*Cots for household use – Safety requirements*	
AS/NZS 2195*	*Folding cots – Safety requirements*	
AS/NZS 8811.1	*Methods of testing infant products - Method 1: Sleep surfaces - Test for firmness*	
AS/NZS 4220*	*Bunk beds and other elevated beds*	
AS 4684	*High chairs - Safety requirements*	
AS/NZS 2063*	*Bicycle helmets*	Bicycle and wheeled toys
Other Regulatory Documents		
National Construction Code (NCC) of Australia D2.24		
National Construction Code (NCC) of Australia Part 3.9		
*Mandatory Australian Standard		

3.1. Trenches and excavations

Any trench or excavation should be:

- completely covered by a solid material which is secured in position and capable of supporting the weight of an adult, OR
- completely closed by a barrier, such as a fence, wall or door.

3.2. Stairs and balustrades

The design of stairs and balustrades should be in accordance with relevant codes or standards, including the National Construction Code (NCC) of Australia.

The NCC requirements include (see Figure 2):

- secure stairways, ramps, corridors, hallways, external access balconies or bridges, with one or more sides, 1m or more above the floor or ground, with barriers
- ensure walls or balustrades:
  - are at least 865mm above the front edge of stair treads

- are at least 1m above a level floor surface
- do not have horizontal rails that could facilitate climbing
- do not have openings larger than 125mm between vertical rails and between the base of the balustrade and the floor or front edge of stair treads.

- verify stairway treads are slip resistant (AS 4586) or have a nosing strip (AS 4586).

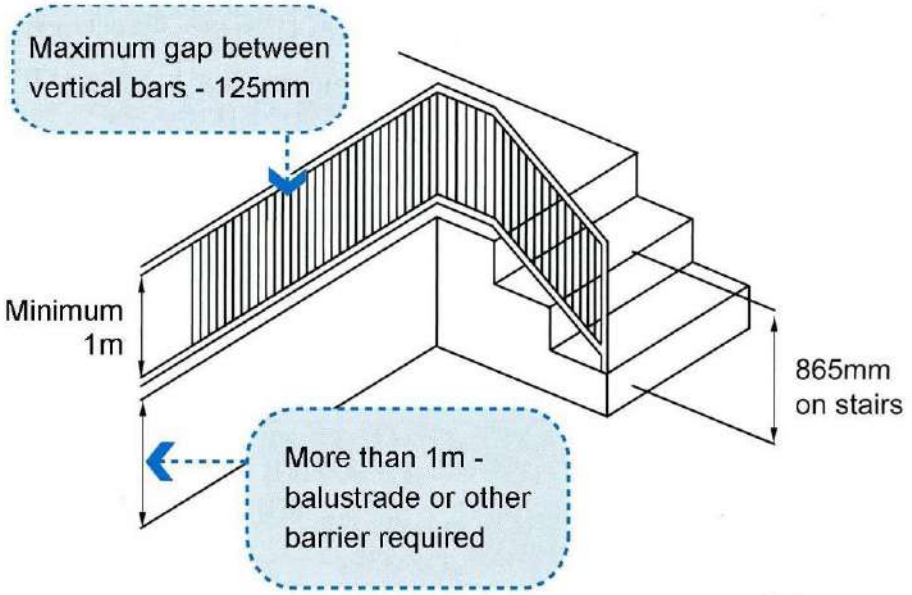


Figure 2: Diagram of stairway and balustrade national requirements

Additional safety recommendations include:

- remove trip hazards such as loose floor mats or rugs, OR
- install non-slip underlay
- keep furniture away from windows, balconies and banister railings
- use gates and/or barriers at the top and bottom of stairs.

3.3. Windows and openings

For all windows or other openings, it is recommended to:

- move chairs and furniture such as beds, cots or change tables away.

For opening windows that are 2m above the outdoor ground level and within 1.7m from the indoor floor surface it is recommended to:

- fit windows with a lockable device to restrict opening to less than 125mm, OR
- have permanent bars fixed to the window that are spaced less than 125mm apart, OR
- use a stainless-steel mesh window guard that complies with NCC specifications.

3.4. Balconies

To prevent children falling from a balcony, national safety standards requirements include:

- ensure railings are at least 1m high
- ensure openings between risers, posts or vertical bars in the balustrade are less than 125mm apart.

Additional safety considerations include:

- keep furniture, pot plants and other climbable objects away from the edge of the balcony
- enclose the balcony
- avoid climbable elements in the balustrade or add another non-climbable layer (e.g. acrylic sheeting fixed to the inside of the balustrade)
- provide active, constant, adult supervision when children are on the balcony
- lock balcony doors so that children cannot gain access.

3.5. Furniture and furnishings

Children should be closely supervised around furniture. Children climbing on furniture could either fall from the furniture or cause it to topple over, resulting in serious injury. Each year, several hundred children are injured, some fatally, as a result of falling furniture. Most accidents can be prevented by making small changes to the Family Day Care venue.

Do not leave children unattended or unsupervised on any raised surface.

Safety recommendations include:

- secure unstable furniture, such as chests of drawers, bookcases, televisions and shelving units, with a furniture strap or anchoring device
- never place tempting items such as toys on top of furniture – this encourages children to climb up
- put locking devices on drawers to prevent children using them as steps
- always discourage children from climbing on furniture
- remove rugs or use with non-slip backing
- use strollers/prams that comply with the Australian Standard (AS/NZS 2088) and are fitted with a five-point harness, activating the brake and/or storing out of reach when not in use
- ensure highchairs are sturdy and stable, fitted with a five-point harness and comply with the Australian Standards (AS 4684)
- avoid using baby walkers, jolly jumpers and indoor swings.



Anchor unstable furniture such as televisions

3.6. Outdoor play environment



The Australian Standards for play equipment aims to reduce the number and severity of playground injuries. Purchase play equipment that complies with Australian Standards to ensure quality materials and design.

Active adult supervision significantly reduces the incidence of playground injury. Supervision will depend on the age of the child, the number of children engaged in play, the type of play occurring and the location of play.

3.6.1. Nature play

Natural playspaces create opportunities for children to experience both risk and challenge and can also be a safe place for children to explore. The features of a natural playspace can include items such as boulders, logs, plants, rocks, sand pits, gardens, worm farms and compost areas.



Use of natural items including logs, plants and stones

Image source: NSW Family Day Care Association Inc.

3.6.2. Height of equipment

Falls from equipment are the main cause of playground injuries. Australian Standards (AS 4685) restrict the height of play equipment to reduce the distance a child could fall from the equipment to the ground. The maximum free height of fall for fixed equipment in Supervised Early Childhood Services (SECS) is 1800mm.

Moveable equipment is purpose-made manufactured equipment that is not permanently fixed in place and can be adjusted and moved by educators on a regular basis to vary play opportunities. The maximum free height of fall for moveable play equipment is 1500mm.

See Section 3.6.4 for surfacing information.

3.6.3. Impact area, falling space and free space

The impact area, falling space and free space are the areas surrounding and under playground equipment, where children may fall. The play equipment determines this space (See Figure 3).

For fixed equipment:

- Impact area of 1500mm is recommended around and between fixed equipment items that measure greater than 600mm and up to 1500mm above ground level.
- Impact area of up to 1700mm is recommended for fixed equipment 1500-1800mm above ground level.

For moveable play equipment:

- Impact area of 1500mm is recommended for items such as trestle frames, portable forts, climbing structures, balancing equipment and slides that measure 600-1500mm above ground level.
- Impact are of 1500mm is recommended for items such a rockers, see-saws and spinning item, up to 600mm

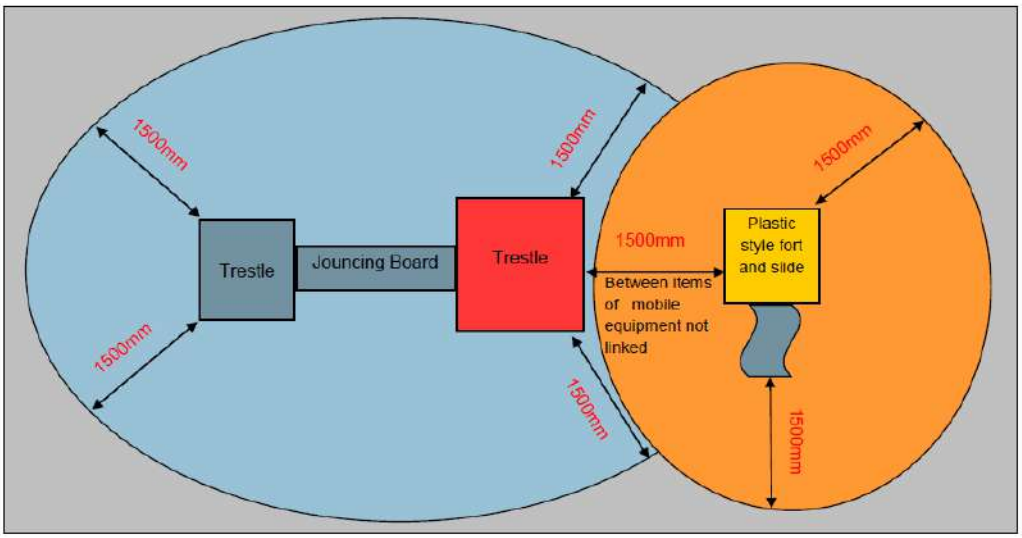


Figure 3. Impact area for moveable equipment items as required by AS 4685 (Set). This is not to scale.

3.6.4. Surfacing

Concrete and hard surfaces are not suitable surfaces in impact areas of play equipment.

According to the Australian Standard (AS 4685):

- Equipment with a free height of fall greater than 600mm above ground level shall have an impact attenuating surface under and around it to cushion any falls and minimise the risk of head or other serious injuries
- Equipment with a free height of fall of less than 600mm does not require an impact attenuating surface, unless forced movement exists. It is recommended a soft surface is used
- If forced movement (swings, slides, and rocking items) occurs, regardless of free height of fall, an impact attenuating surface shall be used.

A soft surface is recommended in the impact area of play equipment with a free height of fall of 600mm or less. This includes elevated cubby houses or forts with climbing attachments and other equipment designed for climbing. The soft surfacing should cover the entire impact area**,** which is the area under and around the play equipment onto which a child is likely to fall.

Soft surface options include:

- well maintained natural grass (note: can wear quickly in high use areas such as under swings and at the end of a slide)
- loose-fill materials such as bark mulch, wood chips, wood fibre and sand (note: if using loose-fill playground surfacing, it is recommended to be installed at a minimum depth of 300mm and maintained at not less than 200mm)
- solid materials such as synthetic grass with an impact layer beneath, rubber tiles and wet-pour rubber.

It is important to discuss surfacing requirements with your Family Day Care Service.

3.6.5. Fencing

For advice on the height of boundary fencing check with your local government agency.

See Section 2.1 for pool barriers.

3.6.6. Playground maintenance

To ensure safe outdoor backyard play environments, recommendations include:

- conduct daily assessment of all play areas
- ensure that play equipment is strong, sturdy and securely anchored
- secure ropes top and bottom so they cannot form a noose
- ensure that play equipment post footings are at least 200mm below ground level
- check play equipment does not have sharp edges, splinters or protruding parts that could pierce skin or entangle clothing
- assess the condition of all play items for rust, detachments or weakening from sun exposure
- inspect all chains and metal components for rust, wear and tear
- check all play items for spiders and insects
- check sandpits for animal contamination
- conduct regular checks for rubbish and litter.

3.7. Other outdoor items

Ladders, fences, roofs, walls or other objects from which a young child might fall (height 600mm or more) should:

- be made inaccessible to young children
- contain no hard, jagged or protruding surfaces or objects onto which young children could fall from or injure themselves on
- be regularly maintained and checked.

3.8. Outdoor play equipment

3.8.1. Swings

There is an Australian Standard for domestic swings (AS/NZS 8124 Part 6). Purchase a domestic swing that complies with Australian Standard to ensure quality materials and design. Safety recommendations include:

- provide swing seats that are made of a soft, flexible plastic with no more than two seats per frame
- check regularly for wear or sharp protruding parts
- ensure swing frames are well anchored into the ground and that playground surfacing is provided beneath and around the swing frame
- provide active adult supervision while in use.

3.8.2. Trampolines

There is an Australian Standard for domestic trampolines (AS 4989). Ensure the service you are registered with allows the use of trampolines by children in Family Day Care Purchase a domestic trampoline that complies with Australian Standard to ensure quality materials and design. Safe use instructions provided by the Standard:

- install, maintain and use according to the user's guide
- ensure a clear falling space and impact area for trampolines and provide a soft surface with a minimum of 1500mm around the trampoline
- do not allow children under 6 years of age on the trampoline
- allow only one child at a time to use the trampoline
- supervise children on a trampoline at all times
- check the net, springs, bed and frame regularly to ensure that each part is secure and in good condition.

Additional safety recommendations include:

- set up trampolines (above ground level) on a flat, soft surface such as mulch, sand or well-maintained grass
- secure the trampoline legs to the ground to increase stability and prevent it being moved, or as required by Family Day Care coordinator
- ensure that the area above the trampoline is also clear - a minimum of 8m from ground level is recommended
- do not provide access to the trampoline with linking ladders, planks or chairs.

3.8.3. Bicycles and wheeled toys

When children are using bicycles and wheeled toys such as scooters, it is important that all children wear helmets that meet the Australian Standards (AS/NZS 2063). Safety recommendations include:

- always wear bicycle helmet when riding bicycles, wheeled toys or as a passenger on a bicycle or bicycle trailer
- fit helmet correctly
- check helmets for damage and ensure faulty items are disposed of

- sanitise helmets between use by each child, if being used by a number of children
- ensure wheeled toys are appropriate to the age, size and developmental stage of the child
- provide an area for riding that is clear of dangerous obstacles, away from driveways and traffic
- actively supervise children on bicycles and wheeled toys.

Part 4 – Burns and scalds

Burns and scalds are a major cause of serious injury to children between 0 and 14 years. Children under four years, especially those aged between one and two years, are most at risk due to their increased mobility, natural curiosity and lack of awareness of the consequences.

Australian Standards:

For further information, see Section Three of these Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
HB 170	*Wood heating resource handbook guide to the selection, installation and operation of wood heaters*	Heaters Open fires, stoves and fuel burning heaters
AS/NZS 60335.2.102*	*Household and similar electrical appliances - Safety Particular requirements for gas, oil and solid-fuel burning appliances having electrical connections (IEC 60335-2-102 Ed 2, MOD).*	
NZS/AS 4553-1&2(INT)*	*Gas space heating appliances – Part 1: Essential safety and Part 2: Efficiency and emissions*	
AS/NZS 5263.1.3	*Gas appliances Gas space heating appliances*	
AS/NZS 60335.2.30*	*Household and similar electrical appliances - Safety Particular requirements for room heaters (IEC 60335-2-30 Ed 5, MOD)*	
AS/NZS 60335.1 (IEC TEXT)*	*Household and similar electrical appliances - Safety General Requirements (IEC 60335-1 Ed 5, MOD)*	Stoves, cooking and electrical appliances
AS/NZS 60335.2.78*	*Household and similar electrical appliances – Safety – Particular requirements for outdoor barbeques (IEC 60335-2-78 Ed 2.0, IDT)*	Outdoor barbecues, fire pits and heaters
AS/NZS 3500.4*	*Plumbing and drainage – Heated water services*	Hot water
AS/NZS 5263.1.8	*Decorative effect gas appliances*	Outdoor barbecues, fire pits and heaters Stoves, cooking and electrical appliances
AS/NZS 3000*	*Wiring Rules Standard*	
AS 4174:2018	*Knitted and Woven Shade Fabrics*	Shade provisions and sun protection
Other Regulatory Documents		
National Construction Code (NCC) of Australia		
*Mandatory Australian Standard		

4.1. Hot water, liquids and food

4.1.1. Hot tap water

Water at 60ºC can cause a severe burn to a child's skin within one second. At 50ºC, it can take up to five minutes.

Hot water should be controlled to a maximum of 50ºC in the bathroom. This can be achieved by installing a thermostatic mixing valve or tempering valve into the hot water system (refer to AS/NZS 3500.4).

All hot water and other liquids over 50ºC found in water outlets and cooking or heating appliances (e.g. saucepan, frying pan) should be:

- out of reach of young children
- made inaccessible or inoperable by appropriate barriers such as child-resistant taps or tap covers.



Tap covers can be used to protect hot water outlets

4.1.2. Hot food and drinks

Safety recommendations to keep children safe from hot food and drinks include:

- keep hot food and drink inaccessible to children
- test any hot food, including microwave meals and hot noodles, to ensure it is a safe temperature before it is given to the child
- drain all liquid from hot noodles before serving
- take care when heating baby bottles
- avoid using a microwave to heat a baby's bottle
- avoid consuming hot drinks when around children
- use non-slip place mats instead of tablecloths.

4.2. Open fires, stoves and fuel burning heaters

Open fires, stoves or other fuel-burning space heaters should be enclosed by a guard that:

- prevents contact with flames or hot surfaces, including flues
- cannot be removed or displaced by young children.

Do not place anything, including clothing on guards or within 1m around fires and heaters.



Open fires, stoves or other fuel-burning space heaters should be guarded to prevent children coming into contact with the hot surface.

4.3. Heaters

Portable kerosene heaters should not be used. If using electric or gas radiant heaters, blower fan heaters or similar space heating appliances that have high temperature heating elements or hot surfaces, safety recommendations include:

- affix appliance at least 2m above floor level, or
- fit with a guard as specified in Section 4.2
- maintain regular servicing.

4.4. Stoves, cooking and electrical appliances

Safety recommendations include:

- anchor stoves, ovens and microwaves to avoid tipping over
- turn pot handles towards the rear of cook top
- use rear cooking plates, where possible
- ensure appliances, such as kettles, iron or similar, are inoperable by young children OR are inaccessible.

4.5. Heat packs, hot water bottles and steam vaporisers

Ensure the service you are registered with allow the use of heat packs, hot water bottles and steam vaporisers by children in Family Day Care.

If allowed, safety recommendations include:

- warm heat packs in the microwave for 30 secs at a time and check temperature before heating further

- ensure hot water bottle or heat packs do not touch any skin and skin is checked for redness at regular intervals (every 5 minutes)
- do not put heat packs or hot water bottles in bed with child

4.6. Button batteries

Button batteries come in various sizes and can be found in many items such as toys, games, torches, car keys, musical greeting cards and calculators. If a child swallows a button battery, it can become stuck in their oesophagus or elsewhere in their system. This can burn through soft tissue in as little as two hours, causing serious illness or death.



Safety recommendations include:

- keep devices out of reach of children
- examine devices and make sure the battery compartment is secure
- dispose of or recycle used button batteries immediately at a battery disposal centre near you.

If you suspect a button battery has been ingested,
call Poison Information Centre 13 11 26.

4.7. Outdoor barbecues, fire pits and heaters

Ensure the service you are registered with allows the use of outdoor barbecues and fire pits in Family Day Care venue. If using these items while children are in care, a thorough risk management plan should be developed and approved by your service. Safety recommendations include:

- comply with local fire restrictions
- keep outdoor barbecue units out of reach of children
- guard barbecues (when in use) as specified in Section 4.2
- ensure gas bottles are inaccessible to children and stored in a well-ventilated area
- never using accelerants on barbecues or fire pits
- never using outdoor heaters inside, due to the risk of carbon monoxide poisoning.

4.8. Matches, lighters and explosive substances

All matches, lighters, cigarettes, cigarette lighters in vehicles, candles, ashtrays and explosive substances should be made inaccessible to a child.

4.9. Flammable liquids

Safety recommendations for all flammable liquids such as petrol, ethanol, methylated spirits, paint thinners, kerosene and acetone include:

- store in the original container with the correct label
- keep out of reach of children and in a child resistant container.

4.10. Shade provisions and sun protection

Trees, verandas, securely anchored umbrellas, gazebos, or other shade structures should be provided in outdoor play areas to protect from the sun's ultraviolet radiation. Refer to your service's sun protection policy.

Babies under 12 months should not be exposed to direct sunlight. Young children's skin is extremely sensitive and can burn easily. The more sun exposure during childhood, the greater the risk of skin cancer in later life.

Sun protection tips include:

- minimise exposure to sun and sunscreen, for children under 6 months
- plan the day's activities to reduce exposure to the sun, particularly between the hours of 10am and 2pm (11am and 3pm in daylight saving time) and check UV levels
- cover as much of a child's skin as possible with loose fitting clothing
- use a broad brim, bucket or legionnaire style hat to protect the child's face, neck and ears
- provide shade for a child's pram, stroller or play area
- stay in the shade as much as possible
- apply sunscreen, broad spectrum 30+, at least 20 minutes before going outdoors
- re-apply sunscreen every two hours.

Cancer Council

For further information on sun protection for children in your local area, please visit your state or territory Cancer Council website.

Part 5 – Lacerations, cuts and crushing

Children can be injured playing with sharp items and by falling on loose, insecure, sharp and jagged objects. Once a baby starts crawling, everything within reach can become of interest and present a possible danger.

Australian Standards:

For further information, see Section Three of these Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
AS 1288*	*Glass in buildings – Selection and installation*	Glass Open windows
AS 2047*	*Windows and external glazed doors in buildings*	
AS/NZS 2208*	*Safety glazing materials in buildings*	
AS/NZS ISO 8124.1*	*Safety of toys – Part 1: Safety aspects related to mechanical and physical properties*	Toys
AS/NZS ISO 8124.2*	*Safety of toys – Flammability*	
AS/NZS ISO 8124.3/ Amd 1*	*Safety of toys – Migration of certain elements*	
AS 8124.4*	*Safety of toys – Experimental sets for chemistry and related activities*	
AS 8124.5*	*Safety of toys – Chemical toys (sets) other than experimental sets*	
AS 8124.7*	*Safety of toys – Finger paints – Requirements and test methods*	
I.S. EN 14372	*Child use and care articles - cutlery and feeding utensils - Safety requirements and tests*	General child safety with utensils and drinking equipment
Other Regulatory Documents		
National Construction Code (NCC)		
*Mandatory Australian Standard		

5.1. Glass

To protect children from injury associated with glass, it is important to use safety glass or glass treated with a security film. This will make the glass less likely to break, and if it does break, the smaller pieces are less likely to cause injury.

Ensure any glass or glazed product accessible to children in the venue, including furniture, glass doors and windows that are less than 1m above floor level is:

- compliant Grade A safety glass, OR
- treated with an organic-coated plastic security film (AS/NZS 2208), OR
- made inaccessible to children.

5.2. Open windows

Awning (top-hinged) or casement (side-hinged) windows should not open out over a path or play area. This will prevent collisions with the edge of the window sash while on the path or in the play area.



Awning windows should not open out over a path or play area.

5.3. Sharp objects

Safety recommendations include:

- keep sharp objects such as knives and wires, or items that could be broken into sharp pieces, such as bottles and building materials, out of reach of children
- protect sharp corners or edges on benches and furniture with safety devices, if they are less than 900mm above floor level
- remove, prune and avoid species that produce spikes, serrations and thorns.



Sharp corners on benches and furniture can be protected with safety devices

5.4. Tools, machinery and appliances

All power tools, electrical appliances, exercise machines, cooling units (e.g. fans), petrol or fuel-driven machines, mechanical devices, and tools should be stored out of reach of young children.

5.5. Toys

Toys play an important role in helping children learn and develop. Toys should be safely designed and in good working order to avoid injury.

Safety recommendations include:

- ensure that toys are non-toxic and non-flammable
- remove and replace components with sharp edges, hooks, splintery surfaces, projectiles and parts that could potentially crush
- make sure all components are secure
- ensure the toy is suitable for the child's current ability and stage of development
- avoid storage containers with lids that could crush or entrap a child.

Part 6 – Poisoning

Many products and materials that are used and kept in the home are poisonous to children. Poisonings can happen quickly, often when adults are distracted or not in the room. Toddlers are most at risk because of their tendency to put objects in their mouths.

A notice detailing appropriate phone numbers for the Poisons Information Centre (13 11 26, Australia-wide, 24 hours a day; 7 days a week) and other relevant contacts in case of a poisoning, should be prominently displayed (see Section 1.1.2.)



Australian Standards:

Most Standards deal with the transport and storage of industrial poisons, rather than the storage of poisons with regard to child safety. For further information, see Section Three of the Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
ISO/IEC Guide 50	*Safety aspects – Guidelines for child safety*	Child safety
I.S. EN 14350-1	*Child use and care articles - drinking equipment - Part 1: General and mechanical requirements and tests*	
I.S EN 14350-2	*Child use and care articles - drinking equipment - Part 2: Chemical requirements and tests*	
*Mandatory Australian Standard		

6.1. Poisonous substances

Potential poisons can include medication, household cleaners, garden products, paint, petroleum products, alcohol, cosmetics, toiletries, e-cigarette cartridges, and other chemical substances. Safety recommendations include:

- store these items in original containers
- keep out of reach and inaccessible to young children
- return the poisonous item to a secure place immediately after use.

6.2. Poisonous plants and trees

Poisoning from trees, shrubs and plants rarely causes death or serious injury in children. Safety recommendations include:

- research the plant/s supplied or already existing in the gardens to ensure they are safe and low allergenic
- be aware that plants, which produce berries and seedpods, can be a choking hazard to children and risk manage accordingly.

6.3. Bites and stings

There are several poisonous species of spiders in Australia, most commonly, the red back spider and the funnel web spider. Most spider bites do not result in death but may cause severe reactions. There are also many venomous snakes in Australia that can also be a danger to children. If a child is bitten, seek medical advice or call 000 immediately.

Safety tips for preventing bites and stings

Outside the venue

- Keep play areas free from long grass, debris, or household rubbish.
- Inspect outdoor play areas and equipment for bees, wasps, spiders, and snakes that may pose a threat or hazard and manage accordingly.

Inside the venue

- Regularly check inside the home for spiders, snakes and other pests.
- Avoid leaving clothing, boxes and rubbish lying around the home, as these may become hiding places for unwanted pests.

Part 7 – Other injuries

Australian Standards:

For further information, see Section Three of these Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
AS/NZS 3000*	Wiring Rules Standard	Electrocution
AS/NZS 2172*	*Cots for household use – Safety requirements*	Safe Sleeping
AS/NZS 8811.1	*Methods of testing infant products - Method 1: Sleep surfaces - Test for firmness*	
AS/NZS 2195*	*Folding cots – Safety requirements*	
Other Regulatory Documents		
National Construction Code (NCC) of Australia		
National Firearms Safety Code	National Firearms Safety Code	Firearms
*Mandatory Australian Standard		

7.1. Animal and pet bites



Young children are most at risk of being bitten by animals, as they have limited understanding of animal behaviour and are more likely to unintentionally aggravate or intimidate animals. Ensure the service you are registered with allows animals in Family Day Care venue.



Safety tips for animals and pets include:

- always supervise children when they are near animals and pets
- teach children how to behave towards animals
- secure animals away from areas used by children, unless involved in a specific activity that is directly supervised
- choose breeds/types of animals that are suited to the family's lifestyle and the Family Day Care venue and is properly trained.

7.2. Entrapments and strangulation

7.2.1. Blinds and Cords

Loose blinds and curtain cords can quickly and easily become wrapped around a child's neck resulting in strangulation. Safety recommendations include:

- secure any loose or looped cords that are within a child's reach or near furniture that a child can climb on
- avoid putting children's cots, bed or highchairs near a window where children can reach cords.

7.2.2. Areas

Areas that cannot be supervised, such as under floor area of any building, sheds and side passages should be made inaccessible.

7.2.3. Loose clothing, cords, drawstrings and toggles

Some articles of children's clothing, including hats, can have cords, drawstrings and toggles. Loose clothing, such as scarves, can also become trapped in playground equipment, cots or other items. Safety recommendations include:

- eliminate the use of cords, drawstring and toggles
- use a properly fitted bucket and legionnaire hats
- ensure a quick release mechanism on any hat with a chin strap, cord and toggle OR remove any straps
- use hats that can be adjusted at the crown
- remove or adjusting loose fitting clothing.

7.2.4. Outdoor play equipment

Head entrapment can occur where there is a gap that is large enough for a child to fall through feet first, but small enough that the child's head cannot easily pass through (AS 4685). Any outdoor play equipment with bound openings 600mm or more above ground level, where the child may not be able to reach the ground to support their body weight, presents a strangulation risk. To prevent head entrapment, ensure that all bound openings are smaller than 89mm or larger than 230mm.

Any space between 89-230mm at 600mm or more above ground level is a head and neck entrapment hazard.

Finger entrapment can occur when a child's finger is trapped with the weight of the body below them and can cause serious injury to a child's hand. This can occur with any bound opening 1m or more above ground level, where the child may not be able to reach the ground for support. To prevent finger entrapment, make sure that all enclosed spaces above 1m are smaller than 8mm or larger than 25mm and less the 89mm.

Any bound opening between 8-25mm at 1m or more above ground level is a finger entrapment hazard.

7.3. Safe Sleeping

It is a national regulation that Family Day Care services must have a policy and procedure for sleep and rest, including safe sleeping practices.[7] Safety recommendations include:

- select a household cot that complies with current Australian Standard (AS/NZS 2172)
- use a firm mattress in a household cot that is compliant with the current Australian Standard (AS/NZS 8811.1)
- ensure any folding cots comply with current Australian Standard (AS/NZS 2195)
- sleep baby on the back from birth, not on the tummy or side[8]
- ensure baby's head and face are uncovered, with feet positioned at the bottom of the cot
- tuck in sheets to eliminate loose bedding or use a safe baby sleeping bag
- ensure the cot is free from items such as amber necklaces, jewellery, doonas, loose beddings, pillows, bumpers and soft toys.[8]



Household cots must comply with AS/NZS 2172



Folding Cots must comply with AS/NZS 2195

7.4. Doors and latches

Safety recommendations include:

- ensure all internal doors with locking devices are able to be opened by an adult at all times such as toilet and bedroom
- use fences, gates and external doors to restrict access to dangerous areas such as driveways, roads, garages and sheds.

7.5. Choking and suffocation

Safety recommendations include:

- store objects that are smaller than a 50-cent piece, out of reach of young children
- ensure any toys with magnets larger than a 50-cent piece or are securely attached to the toy
- keep magnets smaller than a 50-cent piece out of reach
- store objects that could possibly smother or suffocate (e.g. plastic bags) out of reach
- drill holes in storage and toy boxes for ventilation
- ensure appropriate resources are provided to children for play
- provide supervision at all times.

7.6. Electrocution

Electrical currents can cause death or serious injury, particularly for children playing with electrical equipment or power points. Very young children placing metal items into live electrical sockets or into appliances are a common cause of electrical injury.

All homes should be fitted with electrical safety switches. They must be installed by a licensed electrician and comply with the current Australian Standard (AS/NZS 3000) and state electrical legislation. Safety recommendations include:

- ensure household wiring, plugs, cords and appliances are in good order and comply with the relevant Standards
- do not use electrical appliances in wet areas such as the bathroom
- mount bathroom electric heaters in the ceiling, high on the wall or under the floor
- ensure electrical wiring, cables and appliances are out of reach
- turn the power off for basic maintenance. This includes changing light bulbs
- insert safety plugs in unused electrical outlets/power points
- choose a safety plug style that cannot be easily removed from the outlet
- use a safety cover (as pictured below) to protect power points that are in use.





Power point covers

7.6.1 Safety switches and circuit breakers

All homes should be fitted with electrical safety switches. These devices are installed in the home power switchboard and turn electricity off when an electric shock or fault develops in wiring or appliances. A registered electrician must install this equipment.

Safety recommendations include:

- test safety switches every three months. Push the safety switch TEST button - if it fails, have a licensed electrician check it
- do not place power points or electrical appliances near water unless specifically designed for the purpose
- provide sufficient power points. Overloading can occur if too many cords are connected to outlets designed for only one or two plugs. Use power boards with in-built safety devices to avoid a power outlet overload
- position electrical outlets, in the kitchen, close to work surfaces where appliances are used but away from the sink area
- keep plants and trees trimmed and away from power lines
- use a licensed electrician if you need electrical wiring or repairs, no matter how minor the job.

7.7. Firearms or guns

The firearms owner/user must be aware of their responsibility to themselves, their family, friends, visitors, fellow shooters and to the community. For more information, see National Firearms Safety Code[9] which includes the following safe handling procedures:

- separate the storage of firearms and ammunition
- keep firearms locked and inaccessible to children.

7.8. Data security and online safety

Online safety can also be referred to as cyber safety, internet safety, eSafety and online security. There are legal issues including privacy laws and obtaining consent when images of children and young people are displayed online and other data is collected. It is important that images of children are collected with informed consent. All images and other data must be used and stored as outlined by child protection legislation, the Education and Care Services National Law and the Education and Care Services National Regulations. Educators should check the relevant state or territory regulations/requirements. Safety recommendations include:

- keep phones and other electronic devices out of reach of children
- inform parents/carers of safe and approved digital documentation tools and online social platforms
- obtain permission of parents/carers to use approved online social platform to share images/videos.

Part 8 – Road Safety

Australian Standards:

For further information, see Section Three of these Safety Guidelines.

Australian Standard		
Reference	**Title**	**Area covered**
AS/NZS 1754*	*Child restraint systems for use in motor vehicles*	Seatbelts and child car seat
AS/NZS 4370	*Restraint of children with disabilities*	Seatbelts and child car seat
AS/NZS 8005	*Accessories for child restraints for use in motor vehicles*	Child car seat accessories
Other Regulatory Documents		
Australian Road Rules		
*Mandatory Australian Standard		

8.1. Motor vehicles

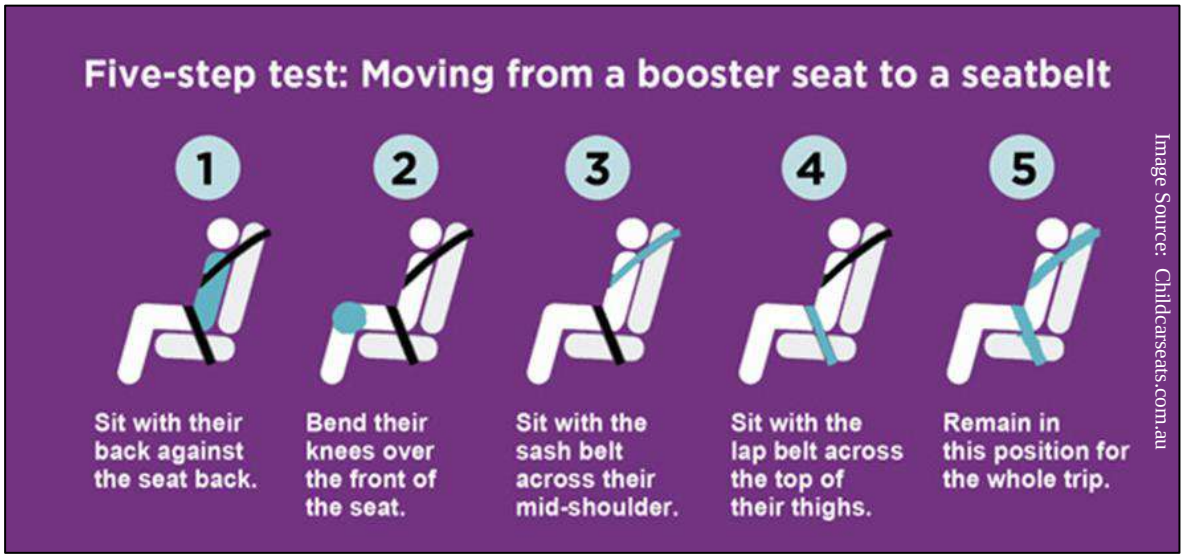
8.1.1. Seatbelts and child car seats

Road trauma is one of the leading causes of injury and death for children and young people. A contributing factor to injury and death is children being placed in the wrong child car seat for their age and size or the seat being incorrectly used or fitted. Research has shown that approved and properly fitted child car seats may reduce the risk of death or serious injury by up to 70%.[10] Check your local area for qualified, authorised child car seat installers.

By law, every child car seat sold in Australia must meet strict requirements set out in Australian Standard (AS 1754). It is illegal to use child car seats from overseas as they do not meet the Australian Standard.



Category	Requirements
Children under 6 months	• rearward-facing child car seat with an in-built harness.
Children aged between 6 months and 4 years	• rearward-facing child car seat with an in-built harness, OR • forward-facing child car seat. Once the child has outgrown the rearward-facing seat, they can be moved to a forward-facing seat with an inbuilt harness. Children should be at least 6 months before they move into a forward-facing car seat. They should stay in a forward-facing child car seat until they are at least 4 years. Children have outgrown their child car seat when the child's shoulders have reached the shoulder height marking. Children aged from 4 years but under 7 years old cannot travel in the front seat of a vehicle with 2 or more rows, unless all other back seats are occupied with children younger than 7 years.
Children aged between 4 years and 7 years	• forward-facing child car seat, OR • booster seat used with an adult lap-sash seatbelt. When the child has outgrown the inbuilt harness in the forward-facing child car seat, they can move to a booster seat that uses the adult lap sash seatbelt. Children have outgrown their forward-facing child car seat when the child's shoulders have reached the shoulder height marking. It is recommended that child accessory harnesses ("H" harness) only be used with booster seats where there is a lap only seatbelt. Type G child car seats can accommodate children with an in-built harness from 6 months to 8 years.
Aged 8 years and above	Best practice guidelines recommend that children aged over 7 years stay in their booster seats until they have outgrown them. Children have outgrown their booster seats when the child's shoulders have reached the shoulder height marking. Children need to achieve good adult seatbelt fit before moving into an adult seatbelt. Use the 5-Step Test below to check when a child is ready for the adult seat with adult seatbelt.



8.1.2 Second-hand child car seats

Safety recommendations include:

- check the history of the child car seat
- confirm with the previous owner that the seat has not been involved in a crash
- check the date stamp on the seat – do not use if the car seat is older than ten years
- avoid purchasing second-hand child car seats from the internet or garage sales
- check harnesses and tether straps for small frays, tears, rust or mould
- look for stress marks on the plastic mould which appear as white lines
- destroy and dispose of car seat if there are stress lines, splits, cracks or broken areas.

8.2. Driveways

Every year, children are admitted to hospitals with severe injuries from low speed vehicle runovers. In some cases, these injuries are fatal. Nine out of 10 low speed vehicle runover incidents involve a parent, relative or friend. Small children can be impossible to see from inside a car, especially if they are immediately behind it.[11] The rear vision in many vehicles can have a blind spot of up to 15m behind the car – this can easily obscure a child.[12] Even if your car has parking sensors or a video camera fitted, you may not notice a small child until it is too late to stop.

Safety tips for driveway safety

SUPERVISE

- **Never leave young children alone to play, especially near parked or moving vehicles.**
- **Supervise at all times when in or around vehicles.**
- **Ensure that all children are holding the hand of an adult or are securely separated from the driveway or road, when a vehicle is moving.**
- **Place children securely in the vehicle while you move it, if you are the only adult at home and need to move a vehicle.**

SEPARATE

- **Do not let children use the driveway as a play area.**
- **Separate children's playspaces from garages and driveways by using security doors, fencing or gates.**

SEE

- **Always walk around the vehicle before getting into it when leaving an area where a young child is present.**
- **Be aware of your vehicle's blind zones.**
- **Do not become complacent when using reversing sensors and cameras. There is never a substitute for close adult supervision of children when in or around vehicles**

8.3. Hot Cars

The temperature inside a car can reach dangerously high levels in just a few minutes. Young children are more sensitive to heat than older children and adults. This can put them at greater risk as their body temperature can reach critically high levels much sooner. Safety recommendations include:

- never leave children alone in a car without adult supervision for any length of time
- take children with you if you have to leave the car, even to run a quick errand
- always look before you leave the car to ensure no one has been left behind
- lock cars and secure keys to prevent children playing inside the car
- plan ahead when you need to buy petrol – if possible, use 'pay at the pump' service stations, have another person fill the vehicle, buy petrol when there are two adults in the vehicle or outside of Family Day Care hours.

8.4. Pedestrians

Children are vulnerable road users. Children need assistance dealing with the traffic environment, as they are not physically or developmentally capable of making the crucial decisions to keep them safe. Anywhere where there is a potential for moving vehicles is a dangerous traffic situation for children. This includes residential areas, carparks, at traffic lights, along footpaths, pedestrian and other crossings, driveways, quiet streets, and busy streets. Safety recommendations include:

- actively supervise children in and around traffic
- use pedestrian crossing, where possible
- hold hands with children when crossing the road
- make sure the child holds onto a trolley, pram, bag or sleeve if your hands are full when crossing the road
- set a good example and explain safe walking with children when in and around traffic
- talk with children about why you are stopping and what you are looking and listening for
- avoid using mobile phones or other distractions when in and around traffic.

8.5. Quad bikes and other vehicles

No child under 16 years of age should ride or be carried as a passenger on quad bikes. Safety recommendations include:

- secure away all moving motor vehicles, including cars, motorbikes, quad bikes, tractors and ride-on mowers so that young children cannot access them
- lock all motor vehicles parked on the property when not in use and store keys in a secure location, inaccessible to children.

8.6. Excursions

Excursions can be a valuable and important part of a Family Day Care program. Each service is required to have a policy and procedure in place to guide educators who wish to undertake excursions with Family Day Care children. It is the educator's responsibility to ensure all excursions are approved by their nominated supervisor following a risk assessment for each excursion prior to the outing being undertaken. Coordinators at the service will also be able to advice educators who wish to undertake excursions.

When traveling in vehicles:

- ensure all motor vehicles used are registered, roadworthy and appropriately insured
- verify vehicles are fitted with Australian Standard approved child car seats, sufficient in number and appropriate to the age and size of all children to be transported
- confirm all people responsible for transporting children in care have a current and appropriate driver's licence and Working with Children Check.

SECTION THREE – References, resources, contacts and Australian Standards

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Child Restraint Evaluation Program (CREP) – Child car seats: Make the safest choice
Retrieved from https://www.childcarseats.com.au

ChIPA – Children Injury Prevention Alliance
Retrieved from https://stopkidsinjury.org

Grow me Safely
Retrieved from URL https://www.kidsafensw.org/growplantssafely/

National Child Care Seat Guidelines
Retrieved from https://www.neura.edu.au/wp-content/uploads/2016/05/Best-Practice-Child-Restraint-Guidelines_0.pdf

Raising Children's Network
Retrieved from https://raisingchildren.net.au/

Seat me Safety
Retrieved from https://www.kidsafensw.org/seatmesafely/

SunSmart App – Cancer Council Australia
Retrieved from www.cancer.org.au/preventing-cancer/sun-protection/uv-alert/sunsmart-app.html

National Quality Standard and National Regulations

As part of the National Quality Framework for Early Childhood Education and Care and Outside School Hours Care,[7] Family Day Care abides by the National Quality Standard, the National Law and the National Regulations to ensure that the quality of care is of the highest standard. Education and care services covered by the National Quality Framework must also provide a program based on an approved learning framework.

Having passed a Working with Children Check prior to commencing work in Family Day Care, all educators must be fully insured, have a current first aid certificate, have undertaken current approved anaphylaxis management emergency asthma management training and have a significant number of compliance obligations in relation to maintaining a safe education and care environment. It is paramount that educators are familiar with all of their child safety obligations under the Education and Care Services National Law and National Regulations, which can be found on the Australian Children's Education and Care Quality Authority (ACECQA) website at www.acecqa.gov.au.

Educators must also check possible local variations or additional requirements with local authorities and their Family Day Care service.

National organisations:

Organisation	Web address
Archicentre Australia	archicentreaustralia.com.au
Australian Building Codes Board	abcb.gov.au
Australian Children's Education & Care Quality Authority	acecqa.gov.au
Australian Competition and Consumer Commission (ACCC)	accc.gov.au
Australian Government Attorney-General's Department	ag.gov.au
Australian Red Cross	redcross.org.au
Department of Agriculture and Water Resources	agriculture.gov.au/
Department of Education	education.gov.au/
Department of Environment and Energy	environment.gov.au/
Family Day Care Australia	familydaycare.com.au
Farm Safe	farmsafe.org.au
Fire Protection Association of Australia	fpaa.com.au/
Kidsafe Australia	kidsafe.com.au/contact-us/
Master Electricians Australia	masterelectricians.com.au/
National Electrical and Communications Association	neca.asn.au/
Nursery and Gardening Industry Australia	ngia.com.au

Poisons Information Centres – national telephone number:	health.gov.au/contacts/poisons-information-centre
Product Safety Australia	productsafey.org.au
Red Nose	rednose.org.au/
Standards Australia/SIA Global	standards.org.au
The Royal Life Saving Society Australia	royallifesaving.com.au
Total Environment Centre – Safer solutions	safersolutions.org.au
Therapeutic Goods Administration	tga.gov.au
Youth Safe	youthsafe.org

Contacts – Kidsafe offices

NATIONAL
Kidsafe Australia: Child Accident Prevention Foundation
www.kidsafe.com.au

ACT
Tel: (02) 6290 2244
Email: act@kidsafe.com.au
Website: www.kidsafeact.com.au

NSW
Tel: (02) 9845 0890
Email: SCHN-kidsafe@health.nsw.gov.au
Website: www.kidsafensw.org

NORTHERN TERRITORY
Tel: (08) 8941 8234
Email: nt@kidsafe.com.au
Website: www.kidsafent.com.au

VICTORIA
Tel: (03) 9036 2306
Email: victoria@kidsafe.com.au
Website: https://www.kidsafevic.com.au/

QUEENSLAND
Tel: (07) 3854 1829
Email: qld@kidsafe.com.au
Website: www.kidsafeqld.com.au

SOUTH AUSTRALIA
Tel: (08) 7089 8554
Email: enquiries@kidsafesa.com.au
Website: www.kidsafesa.com.au

TASMANIA
Tel: 0417 381 721
Email: enquiries@kidsafetas.com.au
Website: www.kidsafetas.com.au

WESTERN AUSTRALIA
Tel: (08) 6244 4880
Email: wa@kidsafe.com.au
Website: www.kidsafewa.com.au

Australian Standards

Throughout these Safety Guidelines, reference is made to a number of Australian Standards. These are listed below, with reference to the risk area. There are some Standards that refer to a number of the risk areas discussed in Section Two of this document, and which should be consulted as overall Standards for child safety. These have been listed first.

The Standards are available for purchase from SAI Global https://www.saiglobal.com/en-au/standards/

It is also useful for service networks and coordination units to check the National Construction Code (NCC) (formally known as the Building Code of Australia) at https://ncc.abcb.gov.au

Part 1 – Risk and safety management

Reference	Title	Area covered
ISO/IEC Guide 50	***Safety aspects –Guidelines for child safety*** – a framework for addressing potential sources of unintentional physical harm (hazards) to children from products, processes or services that they use or with which they may come into contact, even if they are not specifically intended for children. The framework aims at minimising risk of injury to children. It is primarily intended for those involved in the preparation and revision of Standards. However, it has important information that can be useful to others.	Child safety
AS 4226	***Guidelines for safe housing design*** – design factors to be taken into account to reduce the likelihood of an injurious incident occurring in association with any building element or fitting, either alone or in association with other elements. Advice is given on selection and placing of fittings and equipment to forestall personal injury and considerable emphasis is given to the prevention and suppression of fire.	Safe housing design
AS/NZS ISO 31000	***Risk management*** – *Principles and Guidelines* a generic guide for managing risk. This Standard may be applied to a very wide range of activities, decisions or operations of any public, private or community enterprise, group or individual. Provides guidance on how risk management should be implemented and integrated into organisations.	General risk management practice
SA/SNZ HB 89	***Risk management- Guidelines on risk assessment techniques –*** *Companion to* AS/NZS ISO 31000:2018 –the handbook providing important commentary, guidance and examples on the implementation of the Standard.	
HB 266	***Guide for managing risks in not-for-profit organisations***	

HB 46	***Fire Safety in the Home*** – recommendations representative of the measures that can be taken, and the equipment that is available, to enhance the fire and life safety features of the dwelling they inhabit.	Fire prevention and management
AS 3786*	***Smoke alarms*** – requirements for the design and performance of electrically operated smoke alarms containing both detection and alarm facilities. Applies to smoke alarms intended for installation within residential accommodation where connection to fire control stations is not required.	
AS/NZS 1841*	***Portable fire extinguisher —*** provide general requirements for portable fire extinguishers other than aerosol type, requirements for the materials, design, construction, performance, testing, compliance, instructions, marking, shipping and packaging requirements.	
AS 1851	***Routine service of fire protection systems and equipment*** – testing, surveying and performing maintenance on fire protection systems detailed.	
AS/NZS 2444*	***Portable fire extinguishers and fire blankets – Selection and location. -*** Location, recording, reporting and maintenance record tag/labelling requirements detailed.	
AS/NZS 3661.2*	***Slip resistance of pedestrian surfaces – Guide to the reduction of slip hazards*** – selection, installation, care and maintenance of flooring and other surfaces in domestic, public and commercial areas for the purpose of reducing the slip hazard to pedestrians, including people with disabilities.	General – slip hazards
*Mandatory Australian Standard		

Part 2 – Drowning

Reference	Title	Area covered
AS 1926 Set* Includes:	***Swimming pool safety standards***	Pools and spas
AS 1926.1*	***Safety barriers for swimming pools*** – requirements for the design, construction and performance of fences, gates, retaining walls, windows, door sets and balconies intended to form a barrier that will restrict the access of young children to swimming pools.	
AS 1926.2*	***Location of safety barriers for swimming pools*** – options for the location of safety barriers intended to restrict the access of young children to swimming pools.	
AS 1926.3*	***Water recirculation systems*** – requirements for skimmers boxes, and other permanent water outlets in swimming pools.	
AS 2610.2	***Spa pools – private spas*** – requirements for the design, construction and operation of private spa pools intended for recreational use, either	

	separately installed or forming part of a swimming pool installation.	
AS 3861	***Spa baths*** – requirements for materials, manufacture, finish and installation of spa baths.	
*Mandatory Australian Standard		

Part 3 – Falls, slips and trips

Reference	Title	Area covered
AS 4226	***Safety Guidelines for safe housing design*** – design factors to be taken into account to reduce the likelihood of an injurious incident occurring in association with any building element or fitting, either alone or in association with other elements. Advice is given on selection and placing of fittings and equipment to forestall personal injury and considerable emphasis is given to the prevention and suppression of fire.	Stairs and balustrades
AS 4586*	***Slip resistance classification of new pedestrian surface materials***	
AS 4685 (Set) Includes:	***Playground equipment and surfacing safety set*** *This Set includes the following titles:*	Play equipment
AS 4685.0	***Playground equipment and surfacing -*** Development, installation, inspection, maintenance and operation	Surfacing
AS 4685.1	***Playground equipment and surfacing - General safety requirements and test methods (EN 1176-1:2008, MOD) -*** applies to all playgrounds and playground equipment. It is also applicable to equipment and units installed as children's playground equipment even if they are not manufactured as such but exclude toys. This Standard does not refer to requirements for development, installation, inspection, maintenance or operation of playground equipment. Refer to AS/NZS 4485.0	Height of Equipment Falling space and impact area Playground surfacing Entrapment
AS 4422	***Playground surfacing – Specifications, requirements and test method***	
AS 4685.2	***Playground equipment and surfacing - Additional specific safety requirements and test methods for swings (EN 1176-2:2008, MOD) -*** particular safety requirements for swings intended for permanent installation for use by children. General requirements and test methods are set out in AS 4685.1.	Swings
AS 4685.3	***Playground equipment and surfacing - Additional specific safety requirements and test methods for slides (EN 1176-3:2008, MOD)***	

AS 4685.4	***Playground equipment and surfacing - Additional specific safety requirements and test methods for cableways (EN 1176-4:2008, MOD)***	
AS 4685.5	***Playground equipment and surfacing - Additional specific safety requirements and test methods for carousels (EN 1176-5:2008, MOD)***	
AS 4685.6	***Playground equipment and surfacing - Additional specific safety requirements and test methods for rocking equipment***	
AS 4685.2	***Playground equipment and surfacing – additional specific safety requirements and test methods for swings***	
AS/NZS 8124 Part 6 (ISO 8124-4, MOD) *	***Safety of toys - Swings, slides and similar activity toys for indoor and outdoor family domestic use***	
AS 4989	***Trampolines – Safety aspects*** – requirements for the safety padding system and suspension system for trampolines, product marking, and instructional material to be included with the product, comprising information on assembly, maintenance and the safe use of trampolines. It specifies the minimum requirements for frame padding and provides a method of test by which its impact energy attenuation can be determined.	Trampolines
AS/NZS 2088 *	***Prams and strollers – Safety requirements*** – materials, construction, performance and labelling requirements for prams and strollers, and includes a dimensional requirement for the depth of a pram.	Furniture and furnishings
AS/NZS 2172 *	***Cots for household use – Safety requirements*** – material, design, construction, performance, labelling and marking requirements. Applicable to cots for use in household situations.	
AS/NZS 2195 *	***Folding cots – Safety requirements*** – *functional, durability, stability and performance criteria related to child safety for folding portable cots constructed of metal, plastic, fabric (mesh) or timber. It is applicable to cots which can be readily dismantled or folded for transportation and are intended to be used as a temporary facility for children. It is not applicable to cots intended for permanent household use nor to cradles.*	
AS/NZS 8811.1	***Methods of testing infant products - Method 1: Sleep surfaces - Test for firmness***	
AS/NZS 4220*	***Bunk beds and other elevated beds*** – safety requirements for bunk beds used in domestic situations, nurseries and institutions. Includes material, construction, design, and performance requirements.	
AS 4684	***High chairs - Safety requirements***	

AS/NZS 2063*	***Bicycle helmets***	Bicycle and wheeled toy
*Mandatory Australian Standard		

Part 4 - Burns and scalds

Reference	Title	Area covered
HB 170	***Wood heating resource handbook guide to the selection, installation and operation of wood heaters*** – assists prospective purchasers, owners (users), local government agencies, councils, builders, retailers and installers with guidance for the selection, installation, operation and maintenance of solid fuel (wood) heaters, together with information and guidance on issues that may arise from the operation of these home heaters.	Heaters Open fires, stoves and fuel burning heaters
AS/NZS 60335.2.102*	***Household and similar electrical appliances*** - Safety Particular requirements for gas, oil and solid-fuel burning appliances having electrical connections (IEC 60335-2-102 Ed 2, MOD).	
AS/NZS 60335.2.30 *	***Household and similar electrical appliances - Safety Particular requirements for room heaters (IEC 60335-2-30 Ed 5, MOD)*** – Safety of electric room heaters for household and similar purposes, their rated voltage being not more than 250 V for single-phase appliances and 480 V for other appliances. Examples of appliances that are within the scope: convector heaters; fan heaters; heaters for use in greenhouses; liquid-filled radiators; panel heaters; radiant heaters; and tubular heaters. As far as is practicable, this Standard deals with the common hazards presented by appliances that are encountered by all persons in and around the home. However, in general, it does not take into account the use of appliances by young children without supervision; or playing with the appliance by young children.	
NZS/AS 4553-1&2(INT) *	***Gas Space heating appliances – Part 1: essential safety and Part 2 – Efficiency and emissions***	
AS/NZS 5263.1.3	***Gas appliances Gas space heating appliances***	
AS/NZS 60335.1 (IEC TEXT)*	***Household and similar electrical appliances - Safety General Requirements (IEC 60335-1 Ed 5, MOD)*** – safety of electrical appliances for household and similar purposes. Appliances may incorporate motors, heating elements or their combination. So far as is practicable, this Standard deals with the common hazards presented by appliances which are encountered by all persons in and around the home. However, this Standard does not in general take into account the use of	Stoves, cooking and electrical appliances

	appliances by young children without supervision; playing with the appliance by young children.	
AS/NZS 3000*	***Wiring Rules Standard***	
AS/NZS 60335.2.78*	***Household and similar electrical appliances – Safety – Particular requirements for outdoor barbeques*** **(IEC 60335-2-78 Ed 2.0, IDT)** – safety of electric outdoor barbecues for household and similar use, their rated voltage being not more than 250 V.	Barbecues
AS/NZS 3500.4 *	***Plumbing and drainage – Heated water services*** – requirements for the design and installation of heated water services. It includes aspects of the installation from, and including, the valve(s) on the cold-water inlet to any cold-water storage tank or water heater and the downstream fixtures and fittings.	Hot water
AS/NZS 5263.1.8	***Decorative effect gas appliance***	Outdoor barbecues, fire pits and heaters Stove, cooking and electrical appliances
AS 4174	***Knitted and Woven Shade Fabrics***	Shade provisions and sun protection
*Mandatory Australian Standard		

Part 4 – Lacerations, cuts and crushing

Reference	Title	Area covered
AS 1288*	***Glass in buildings – Selection and installation*** – procedures for the selection and installation of glass in buildings, subject to wind loading, human impact, and special applications such as overhead glazing, balustrades and glass assemblies.	Glass (see also AS 2047)
AS 2047*	***Windows and external glazed doors in buildings***– requirements for materials, construction, installation and glazing for windows, sliding doors, adjustable glass louvers, shopfronts, and window walls with one-piece framing elements.	
AS/NZS 2208*	***Safety glazing materials in buildings*** – test requirements for classification of safety glazing materials for use in buildings. The test requirements for the different glazing materials are designed to promote safety and to reduce or minimize the likelihood of cutting and piercing injuries from human impact.	
I.S. EN 14372	***Child use and care articles - cutlery and feeding***	General child safety with

	utensils - Safety requirements and tests – safety requirements relating to the materials, construction, performance, packaging and labelling of cutlery and feeding utensils.	utensils and drinking equipment
AS/NZS ISO 8124.1*	***Safety of toys – Part 1: Safety aspects related to mechanical and physical properties*** – applies to all toys, i.e. any product or material designed or clearly intended for use in play by children under 14 years of age. They are applicable to a toy as it is initially received by the consumer and, in addition, they apply after a toy is subjected to reasonably foreseeable conditions of normal use and abuse unless specifically noted otherwise.	Toys
AS/NZS ISO 8124.2*	***Safety of toys – Flammability***	
AS/NZS ISO 8124.3/ Amd 1*	***Safety of toys – Migration of certain elements***	
AS 8124.4*	***Safety of toys – Experimental sets for chemistry and related activities***	
AS 8124.5*	***Safety of toys – Chemical toys (Sets) other than experimental sets***	
AS 8124.7*	***Safety of toys – Finger paints – Requirements and test methods***	
*Mandatory Australian Standard		

Part 6 – Poisoning

Reference	Title	Area covered
ISO/IEC Guide 50	***Safety aspects – Guidelines for child safety***	Child safety
I.S. EN 14350-1	***Child use and care articles - drinking equipment - Part 1: General and mechanical requirements and tests*** – general and mechanical requirements for materials to be used for the manufacture of re-usable feeding teats and drinking accessories; re-usable feeding bottles and drinking cups; single-use feeding bottles, feeding teats, feeding bags and drinking accessories, which do not contain fluid when purchased.	
I.S EN 14350-2	***Child use and care articles - drinking equipment - Part 2: Chemical requirements and tests*** – limits for the release of certain chemicals from materials to be used for the manufacture of the following drinking equipment, re-usable feeding teats and drinking accessories, re-usable feeding bottles and drinking cups, single-use feeding bottles, feeding teats, feeding bags and drinking accessories, which do not contain fluid when purchased.	

Part 7 – Other injuries

Reference	Title	Area covered
AS/NZS 3000*	***Wiring Rules Standard***	Electrocution
AS/NZS 2172:2013*	**Cots for household use – Safety requirements** – *material, design, construction, performance, labelling and marking requirements. Applicable to cots for use in household situations.*	
AS/NZS 2195:2010*	**Folding cots – Safety requirements** – functional, durability, stability and performance criteria related to child safety for folding portable cots constructed of metal, plastic, fabric (mesh) or timber. It is applicable to cots which can be readily dismantled or folded for transportation and are intended to be used as a temporary facility for children. It is not applicable to cots intended for permanent household use nor to cradles.	Safe Sleeping
AS/NZS 8811.1-2013	**Methods of testing infant products - Method 1: Sleep surfaces - Test for firmness**	
*Mandatory Australian Standard		

Part 8 – Road safety

Reference	Title	Area covered
AS/NZS 1754:2013*	***Child restraint systems for use in motor vehicles*** – requirements for restraining devices for child occupants of passenger cars and their derivatives, such devices being intended, when properly selected, correctly installed and correctly adjusted, to reduce the risk of bodily injury in a vehicle impact. The devices may also have application to other types of vehicles. This Standard does not cover child restraints which are an integrated feature of a motor vehicle.	Child restraints
AS/NZS 4370:2013	***Restraint of children with disabilities***- the objective of this standard is to enable the prescriber to assess the need and find the available options and the most suitable solution for restraining a child with one or more disabilities while travelling in a motor vehicle.	
AS/NZS 8005:2013	***Accessories for child restraints for use in motor vehicles***	Child car seat accessories
*Mandatory Australian Standard		

SECTION FOUR – Hazard reduction checklist

As discussed in Section One, this checklist is part of our risk management approach to child safety. It is a useful tool for helping to identify and analyse potential risks, and to decide on the best type of treatment. Ongoing review is essential to ensure the risk treatment is the most appropriate action.

The risk level matrix below is a simple, but effective way of helping to categorise and prioritise potential risks and their treatment. Different risks require different levels of action.

	Consequences		
Likelihood	**Major**	**Moderate**	**Minor**
Likely	**Red**	**Red**	**Amber**
Possible	**Red**	**Amber**	**Green**
Unlikely	**Amber**	**Green**	**Green**

(Adapted from SA/SNZ HB 89:2013)

Risk treatment key

Red	Immediate action
Amber	Heightened action
Green	Business as usual

Using the table above, for example, if the **consequence** is 'major' and the **likelihood** is 'likely', then the **response** level is 'red' indicating that immediate action needs to be taken; similarly, if the **consequence** is 'moderate', but the **likelihood** is 'likely', then the **response** is also red. Alternatively, if the **consequence** is 'minor' and the **likelihood** is 'unlikely', then the **response** is 'green', which indicates that a business as usual approach may be sufficient.

Child safety checklist for the home:

Assessor:		*Date of assessment:*	
Educator:			
Name:			
Address:			
Postcode:		*Telephone:*	
Car registration:		*Registration valid to:*	
Licence no:			

Version control:

Version:	Date revised:
Revised by:	
Signed off:	

Part 1 – Risk and safety management

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
1	First aid	First aid kit	First aid kit stored securely out of reach of children, but readily accessible to educators			
2			First aid kit stocked with items as outlined by an accredited first aid provider			
3		Certification	Educator to have a current first aid certificate, including anaphylaxis management training and emergency asthma management training			
4		Resuscitation	A resuscitation chart displayed in a prominent place			
5	Communications	Telephone/other means of communication	Ensure telephones, or alternate means of communication are in working order and easily accessible			
6		Emergency lists	List of emergency numbers clearly displayed			
7	Emergency evacuation	Written evacuation plan	Evacuation procedure clearly displayed and practiced every three months and documented			
8	Fire prevention and management	Smoke detectors	Check on a regularly scheduled and maintain in compliance with Australian Standard			
9		Fire blanket	Install and regularly maintain fire blanket as required and undertake regular training			
10		Fire extinguisher	Install a complaint fire extinguisher in the home as required and undertake regular training			

Comments:

Part 2 - Drowning

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
11	Pools, spas, paddling pools and inflatable pools that can be filled to more than 300mm of water	Fence/isolation barrier	Backyard swimming pool that can be filled with more than 300mm of water is enclosed by barrier or fence that complies with Australian Standard			
12			Barriers have a non-climbable zone of 900mm on the outside of the barrier			
13		Doors/gates	Gates that lead directly to the pool must be self-closing, self-latching with child-resistant locks and never prop open			
14			Isolation barriers are more than 1.2m high and boundary barriers are at least 1.8m high, without footholds			
15		Covers	Private spa is inaccessible to children with a locked pool cover when not in use as conforms to Australian Standard			
16		Fence/isolation barrier	Private spa without lockable cover has a self-closing and self-locking isolation barrier that complies with fencing/barrier requirements under Australian Standard			
17		Windows	Windows that allow direct access to the pool/spa must not open more than 100mm			
18		Ladders	Store ladders safely out of reach of children when not in use			
19		Resuscitation	A permanent resuscitation chart should be displayed in the pool/spa area			
20		Storage	Paddling/wading pool must be emptied and stored safely after use			
21	Water features	Covers	Water features should be inaccessible to children			
22		Fence/isolation barrier	Risk assess access to water features to determine if barrier is required			
23	Creeks, rivers and dams	Fence/isolation barrier	Home and play areas suitably separated to allow for safe play away from bodies of water			
24	Plumbing fixtures and appliances	Baths, basins, tubs, washing machines (or similar appliance)	Secure with child-resistant catches on doors/gates in bath and laundry areas			
25		Plugs	Store plugs out of reach of children			
26		Pool filters	Store pool filters out of reach of children			
27	Water containers	Storage	Water containers emptied and stored safely out of reach of children			

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
28	Bathtubs	Storage	Bathtubs should be emptied when not in use			

Comments:

Part 3 – Falls, slips and trips

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
29	Trenches and excavations	Covers/fence/isolation barrier	Secure or completely limit access			
30	Stairs and balustrades	Balustrade	Stairs, ramps, hallways, external access bridges or balconies 1m or more above ground level are bound by a wall or balustrade			
31		Compliance	Walls or balustrades are at least 865mm above the front edge of stair treads and 1m above a level floor surface			
33			Restrict or remove openings larger than 125mm between vertical rails and between the base of the balustrade and the floor or front edge of stair treads			
34		Access	Restrict access if there are horizontal rails or footholds			
35	Stairs and balustrades; Furniture and furnishings	Floors	Floors and floor coverings are slip-resistant or have non-slip underlay			
36		Trip hazards	Trip hazards been removed or secured, remove/make inaccessible furniture from which a child could fall more than 1.5m			
37		Stairs	Gates and/or barriers at the top and bottom of stairs to restrict access			
38		Anchoring	Secure unstable furniture and televisions with furniture strap or anchoring device to stop it from falling or being pulled onto children			
39		Climbable object	Put locking devices on drawers to prevent children using them as steps			
40		Prams and strollers	Use prams/strollers that comply with Australian Standard with a 5-point harness, activate the brake when not in use			
41		Highchair	Use highchair that comply with Australian Standard and children in highchairs are safely secured and supervised at all times			
42		Cots	Domestic cots and folding cots comply with Australian Standard			
43	Balconies; Windows and openings	Furniture	Remove furniture away from windows, balconies and balustrades railings			
44		2m above outdoor ground level and within 1.7m from indoor floor surface	Lock windows to a maximum opening of 125mm or use approved child safety devices or mesh window guard that complies with NCC			
45	Balconies	Rails	Ensure railings are at least 1m high and openings between are less than 125mm			

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
46		Climbable object	Keep climbable objects away from the edge or add another non-climbable layer			
47	Height of equipment	Compliance	Ensure fall height greater than 600mm above ground level has a soft surface (impact absorbing material) under and around it			
48		Falling space and Impact area Surfacing	Ensure equipment with a free height of fall greater than 600mm above ground level has an impact attenuating surface under and around it			
49			Ensure equipment with a free height of fall of less than 600mm has soft surface			
50			Use an impact attenuating surface on equipment that has forced movement (swings, slides, and rocking items) regardless of free height of fall.			
51			Use a soft surface in the impact area of play equipment with a free height of fall of 600mm or less (elevated cubby houses or forts with climbing attachments and other equipment designed for climbing.)			
52	Playground maintenance	Operation	Ensure moveable play equipment used for rocking and spinning has a minimum impact area of 1500mm.			
53			Fixed equipment must not have a free height of fall greater than 1800mm.			
54			Remove sharp edges, splinters, hard, jagged or protruding parts			
55			Remove rust, and rectify detached, sun damaged or weakened equipment			
56			Check equipment for spiders and insects			
57			Check for rubbish and litter			
58		Sand pits	Protect and clear sandpit from animal contamination Remove rubbish and litter in the play space			
59	Swings	Compliance	Ensure swings to comply with Australian Standard			
60	Trampolines	Compliance	Ensure trampolines to comply with Australian Standard, install, maintain and use according to user's guide			
61		Operation	Check trampoline net, frame, bed and springs for wear			
62		Operation	Place trampoline on a flat surface with adequate clearance around and above (minimum of 8m from ground level)			
63		Surfacing	Provide soft surface with a minimum of 1500mm of			

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
			trampoline and risk assess the surrounding impact area			
64	Other outdoor equipment	Operation	Restrict access to trees, shrubs, ladders, fences, roofs or walls that could allow a child to fall more than 600mm			
65			Remove sharp, protruding branches, surfaces or parts			

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
66	Bicycles and wheeled toys	Helmet	Use helmets that meet Australian Standard			
67			Fit helmet correctly and check for damage			
68			Sanitise helmets between use, if being used by numerous children			
69		Wheeled toys	Ensure wheeled toys are appropriate to age, size and developmental stage			
70		Area	Provide safe area for riding that is clear of dangerous obstacle and away from driveways and traffic			

Comments:

Part 4 - Burns and scalds

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
71	Flammable liquids	Storage	Flammable liquids stored in a correctly labelled, original child proof container			
72			Stored out of reach of children			
73	Open fires, stoves and fuel burning heaters	Guards	Secure guard or barrier at ground level to prevent contact with flames or a hot surface			
74	Heaters	Kerosene	Remove portable kerosene heaters and do not use			
75		Placement/guards	If possible, secure heaters at least 2m above floor level			
76	Matches, lighters and explosive substances	Storage	Matches, lighters and explosive substances stored securely, out of reach of children			
77	Outdoor barbecues, fire pits and heaters	Operation	Risk assess use of barbecue and fire pits and supervise when in use at all times			
78		Accessibility	Ensure barbeques and fire pits are inaccessible to children when not in use			
79	Stoves, cooking and electrical appliances	Storage	Ensure appliances comply with Australian Standard. Stoves must be securely fixed in position			
80		Operation	Turn pot handles towards the reap of coop top and use rear cooking plates, where possible			
81		Accessibility	Cooking and electrical appliances stored out of reach of children, guarded by an appropriate barrier, and/or inoperable by children			
82	Hot tap water	Accessibility	Hot water is controlled to a maximum of 50ºC in the bathroom			
83	Hot food and drinks		Hot liquid (e.g. oil, drinks) or food kept out of reach of children and tested before being given to them			
84			Use non-slip placemats instead of tablecloths			
85	Heat packs and hot water bottles	Accessibility	Ensure hot water bottles are not accessible to children			
86	Button batteries	Operation	Examine any device using button batteries to ensure battery compartment is secure.			
87		Accessibility	Keep out of reach of children and dispose of or recycle used button batteries immediately			
88	Shade provisions and sun protection	Shade provision	Play areas covered with securely anchored shade structures or use natural shade provision			
89		Sun protection	Check UV level. Use broad-spectrum sunscreen and re-applied regularly. Ensure hats are worn outside at all times.			

Comments:

Part 5 - Lacerations, cuts and crushing

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
90	Glass	Compliance	Use safety glass that complies with Australian Standard			
91			Cover with security film (e.g. laminated and organic-coated) to comply with Australian Standard (if not safety glass)			
92		Guards	Ensure windows are guarded to prevent children falling against the glass (if not safety glass)			
93	Open windows	Awning (top-hinged) or casement (side-hinged)	Lock or limit accessibility to windows that open out over a path or play area			
94	Sharp objects	Accessibility	Remove or guard sharp objects to prevent access by children e.g. knives, bottles, wire, plants and building materials			
95		Corners	Tables and benches have rounded edges or protective coverings to prevent injury			
96		Plants	Remove or prune plant species that have pikes, serrations and thorns			
97	Tools, machinery and appliances	Accessibility	Power tools, electrical appliances, exercise machines, fans and other hazardous tools and appliances placed out of reach of children			
98	Toys	Compliance	Toys comply with Australian Standard and are suitable for the children's ability and stage of development			
99		Accessibility	Remove/replace toys that have sharp edges, hooks or splintery surfaces, projectiles, and parts that potentially crush			
100		Toy storage	Replace storage items have heavy lids that could crush or entrap a child			
101		Toxicity	All toys are non- toxic and non-flammable			

Comments:

Part 6 - Poisoning

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
102	Poisonous substances	Storage and accessibility	Store all household cleaning products and medicines in their original containers			
102			Store securely out of reach of children. Use cupboards with child-resistant latches			
104			Returned to inaccessible safe place immediately after use			
105	Poisonous plants and trees	Toxicity	Check play space for poisonous or potentially allergenic plants			
106			Remove or restrict access by children			
107	Bites and stings	Area	Keep outdoor play areas free from long grass, debris and rubbish			

Comments:

Part 7 - Other injuries

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
108	Animals and pets	Accessibility	Farm animals and domestic pets kept separated from children, unless under active, adult supervision			
109		Training	Adequately train domestic pets. Secure pets from areas used by children			
110	Blinds and cords	Internal window coverings	Blind and curtain cords secured out of reach of children installed in such a way that a loose cord cannot form a loop			
111			Remove cots, beds or highchairs from where children can reach cords			
112	Loose clothing, cords, drawstrings and toggles	Operation and accessibility	Minimise use of loose clothing, cords, drawstrings and toggles, or use quick release cords			
113	Outdoor play equipment	Entrapment – head and finger	Equipment checked to eliminate enclosed spaces that could entrap the head, fingers or limbs of a child			
114	Areas	Entrapment	Under-floor area securely enclosed so that children cannot enter			
115	Doors and latches	Internal doors	Ensure all internal doors can be opened by adults at all times (e.g. toilet/bathroom/laundry doors)			
116		Fences, gates and external doors	Prevent access to dangerous areas such as driveways, roads or bodies of water			
117	Choking and suffocation	Inhalation or ingestion of foreign bodies	All objects that smaller than a 50-cent piece stored out of reach of young children			
118		Accessibility	All objects that could smother a child (e.g. plastic bags) stored out of reach of children			
119	Safe sleeping	Compliance	Use a domestic cot and a folding cot that complies with Australian Standards			
120			Use a firm mattress that complies with Australian Standard			
121		Operation	Cot is free from amber necklaces, doonas, bedding pillows, bumpers and soft toys			
122	Outdoor play equipment	Head entrapment	Ensure all enclosed spaces are smaller than 89mm or larger than 230mm			
123		Finger entrapment	Make sure that all enclosed spaces above 1m are smaller than 8mm or larger than 25mm			
124	Electrocution	Household wiring	All household wiring, plugs, cords and appliances in good order and comply with relevant Standards and inaccessible to children			

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
125		Operation	Install safety plugs and switches			
126		Wet areas	Remove access to electrical appliances e.g. heaters, hair dryers etc. used in wet areas, e.g. bathroom and laundry			
127	Safety switches and circuit breakers	Electrocution	Ensure switch is in good working order and test every three months			
128			Avoid overloading power points and use power board with in-built safety device			
129	Firearms or guns	Storage and accessibility	Store firearms and ammunition separately and as relevant national, state and territory laws			
130	Data security and online safety	Accessibility	Keep phones and other electronic devices out of reach of children			
131			Use safe and approved digital documentation tools and online platforms with parent permission to share information			

Comments:

Part 8 – Road safety

Item	Section	Issue	Hazard reduction strategy	Level of risk (Red, Amber, Green)	Action required: – Remove risk – Control measure (describe)	Date rectified
133	Driveways	Accessibility	Driveways are made inaccessible to children by security doors, fencing, gates or by other means			
134			When moving a vehicle, placed any children securely in the vehicle or behind locked door or gate			
135	Seatbelts and child car seats	Compliance	All child car seats comply with Australian Standard and the child is in the right car seat for their age and size			
136			Ensure that a child with a disability is appropriately seated to comply with Australian Standard			
137	Second-hand child car seat	Operation	Know the history of the seat and date			
138		Weathering	Check child car seat for frays, tears, rust or mould			
139	Excursions	Accessibility	Motor vehicles secured so that children can only access them under the supervision of an adult (includes cars, motorbikes, tractors and ride-on mowers)			
140		Compliance	All vehicles used for transporting children in care are registered, roadworthy and appropriately insured			
141			All people responsible for transporting children in care have an appropriate license			
142	Hot cars	Accessibility	Lock cars and secure keys to prevent children from accessing the vehicle			
143		Operation	Never leave a child unattended in the vehicle			
144	Pedestrian	Operation	Do not use mobile phones or other distraction when in and around traffic with children			
145	Quad bikes and other vehicles	Accessibility	Secure away and lock all moving motor vehicles, including cars, motorbikes, quad bikes, tractors and ride-on mowers			

Comments: