

# Wonnai Preschool Policy Review Schedule

Quality Area	Policy	Review frequency	Current version number	Date last reviewed	Next review date
<b>Quality Area 1: Educational Program and Practice</b>					
1	Educational Program	3 years	1.2	14/03/2023	14/03/2026
1	Inclusion and Equity	3 years		9/09/2022	9/09/2024
<b>Quality Area 2: Children's Health and Safety</b>					
2	Acceptance and Refusal of Authorisations	3 years	1	14/03/2023	14/03/2026
2	Administration of First Aid	3 years	1.1	10/10/2023	10/10/2026
2	Administration of Medication	3 years	1.1	14/03/2023	14/03/2026
2	Anaphylaxis and Allergic Reactions	3 years	1	13/02/2024	13/02/2027
2	Asthma Management	3 years	1.4	12/03/2024	12/03/2027
2	Child Safe Environment and Wellbeing	<b>Yearly</b>	<b>1.5</b>	13/02/2024	13/02/2025
2	Dealing with Infectious Diseases	3 years	1.6	2/05/2023	2/05/2026
2	Dealing with Medical Conditions	3 years	1.1	14/03/2023	14/03/2026
2	Delivery and Collection of Children	3 years	1.1	14/03/2023	14/03/2026
2	Diabetes	3 years	1.1	14/03/2023	14/03/2026
2	Emergency and Evacuation	<b>Yearly</b>	<b>1.6</b>	13/02/2024	13/02/2025
2	Epilepsy and Seizures	3 years	1.1	14/03/2023	14/03/2026
2	eSafety for children	3 years	1	14/03/2023	14/03/2026
2	Excursions and Service Events	3 years	1	4/10/2022	4/10/2024
2	Family Violence Support	3 years	1	22/08/2022	22/08/2024
2	Food Safety	3 years	1	13/02/2024	13/02/2027
2	Hygiene	3 years	1	6/12/2022	21/11/2024
2	Incident, Injury, Trauma and Illness	3 years	1.1	13/02/2024	13/02/2027
2	Mental Health and Wellbeing	3 years	1	16/06/2023	16/06/2026
2	Nutrition, Oral Health and Active Play	3 years	1	9/09/2022	9/09/2024
2	Relaxation and Sleep	3 years	1	13/02/2024	13/02/2027
2	Road Safety Education and Safe Road Transport	3 years	2	14/03/2023	14/03/2026
2	Safe Arrival of Children	3 years	1	10/10/2023	10/10/2026
2	Sun Protection	3 years	1.1	12/03/2024	12/03/2027

2	Supervision of Children	3 years	1	16/06/2023	16/06/2026
2	Tobacco, E-Cigarettes, Alcohol and other Drugs	3 years	1	14/03/2023	14/03/2026
2	Water Safety	3 years	1	7/02/2023	7/02/2025
<b>Quality Area 3: Physical Environment</b>					
3	Environmental Sustainability	3 years	1	14/03/2023	14/03/2026
3	Occupational Health and Safety	3 years	1.1	14/03/2023	14/03/2026
<b>Quality Area 4: Staffing Arrangements</b>					
4	Behaviour Support	3 years	1	12/03/2024	12/03/2027
4	Code of Conduct	3 years	1.2	10/10/2023	10/10/2026
4	Determining Responsible Person	<b>Yearly</b>	<b>1.2</b>	25/01/2024	25/01/2025
4	Participation of Volunteers and Students	3 years	1.2	13/02/2024	13/02/2027
4	Staffing	3 years	1	14/03/2023	14/03/2026
<b>Quality Area 5: Relationships with Children</b>					
5	Interactions with Children	3 years	1.1	14/03/2023	14/03/2026
<b>Quality Area 6: Collaborative Partnerships with Families and Communities</b>					
6	Enrolment and Orientation	<b>Yearly</b>	<b>1.1</b>	10/10/2023	10/10/2024
<b>Quality Area 7: Governance and Leadership</b>					
7	Compliments and Complaints	3 years	1	13/02/2024	13/02/2027
7	Fees Free Kindergarten	<b>Yearly</b>	<b>1.1</b>	12/09/2023	12/09/2024
7	Governance and Management of the Service	3 years	1	10/08/2022	10/08/2024
7	Information Technology	3 years	1	13/02/2024	13/02/2027
7	Occupational Violence and Aggression	3 years	1	14/03/2023	14/03/2026
7	Privacy and Confidentiality	<b>Yearly</b>	<b>1.3</b>	16/06/2023	16/06/2024
7	Prevention of Harassment and Bullying	3 years	<b>1</b>	8/08/2023	8/08/2026
7	Staff Grievances and Dispute Resolution	3 years	<b>1</b>	8/08/2023	8/08/2026
7	Staff Recruitment	3 years	<b>1</b>	8/08/2023	8/08/2026
7	Whistle Blower	3 years	1	14/03/2023	14/03/2026