



Policy: Supporting Children's Individual Needs

Stepping Stones Child Care Centre welcomes all children to participate in the programs offered at the centre. The centre acknowledges the relationship between each child's family and the centre as it is crucial to the wellbeing, health and development of all children.

If the centre has extensive knowledge of each child and their family it can assist staff in developing strategies that are consistent with home, reflect common values and provide learning opportunities for individual children. Stepping Stones Child Care Centre is committed to maintaining positive lines of communication when collaborating with children, families and external agencies to meet the individual needs of children.

Stepping Stones Child Care Centre will communicate children's individual health needs relating to Asthma, Diabetes, Attention Deficit Hyperactivity Disorder, Allergies, Food Allergies or Intolerances etc with families, families will be asked to provide the symptoms, the severity etc and this information will be listed on the Centre Allergies Sheet, as well as placed in the child's file.

All centre staff will be made aware of children's health needs, medication, and food etc requirements for children with individual needs. Families must provide staff with information on changes to children's individual health needs as soon as possible. Families may be asked to provide a First Aid Plan from a Health Care Professional to be used if required by the centre. Centre meals are prepared and served in accordance with children's individual allergies, likes and dislikes and eating abilities.

Where the special need relates to religion or health issues, the menu and/ or program can be varied to accommodate this need and or individual programs may be developed to incorporate physical, emotional, social and cognitive development.

Stepping Stones Child Care Centre supports and encourages children to develop life skills and opportunities for this are incorporated in the centre's weekly developmental programs, these include support with dressing and undressing, healthy eating, play and learning experiences, rest and sleep, toileting, etc. Centre staff provide comfortable and suitable environments for children to develop life skills, i.e. If a child was required to change their clothing, the child would feel more comfortable changing in the bathroom, rather than in a classroom in front of other children.

Stepping Stones Child Care Centre supports individual family beliefs and traditions in relation to children developing life skills and continues these

practices with individual children at the centre. Centre staff provide effective supervision whilst respecting the dignity and need for privacy of older children when toileting etc. Staff discuss children's individual progress with families and goals for future development are set in consultation with families, so both the centre and home environments are providing similar routines, techniques, etc. Centre staff provide information to families on how to support children with development through discussions and brochures in the foyer.

Staff will have access to support workers through Communities @ Work and ACT Inclusion Support Agency to work with children who require additional assistance whilst in childcare. This additional assistance may refer to a child with diverse abilities, children from diverse cultural and linguistic backgrounds, children of families who identify as Aboriginal, Torres Strait Islanders, or Australian South Sea Islanders, or children who identify as a refugee who has experienced torture or trauma.

A support worker may be called upon to either

- a) Act as a hands on support for the staff, or
- b) A resource for parents and staff.

Stepping Stones Child Care Centre staff may be required to undertake further training (to be organised by the Director) to maintain and strengthen staffing skills and knowledge in relation to accommodating individual children's needs, eg: specialised medical training, lifting techniques etc.

Source:

- ACT PSC – ACT Professional Support Coordinators
www.actpsc.com.au/inclusion-support and
www.actpsc.com.au/professional-support
- ACT Centre Based Children's Services, Conditions for Approvals in Principle and Licenses (5: Programming and Planning, 5.1 – Written Planning)
- National Childcare Accreditation Council www.ncac.gov.au

This policy links to the following CCQA Principles:

Quality Practices Guide (2005) – Principle 2.1, 3.2, 5.1 & 6.4

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