

Notification of changes to policies and procedures

(Regulation 172: Notification of change to policies or procedures)

Date	<p>..... MARCH__2018 sent to committee</p> <p>FEBRUARY 2018 put on notice board and website notification</p>	
This notice relates to a change in	Policy Development and Review	
Change relates to	<p>Administration</p> <p>Enrolment and Orientation Payment of fees Operational hours Nominated Supervisor</p> <p>Care procedures</p> <p>Health & Safety</p> <p>Physical Environment</p>	<p>Menu planning Emergency Evacuation Injury and illness Sun protection Staffing arrangements Excursions Management & governance Programs and practice</p>
Name of policy or procedure	<p>HYGIENE POLICY Illness and Infection Control Policy IMMUNISATION POLICY PEST CONTROL PHOTOGRAPHY POLICY PROVIDING A CHILD SAFE ENVIRONMENT REMOVAL OF CHILD BY CHILDREN SERVICES ROAD SAFETY POLICY</p>	
Nominated change	Regulation updates and controls	
Reason for change	Policy Review	
Impact action required	Full centre impact on compliance	
Date changes will take effect	MARCH 2018	
Other relevant information (e.g. documents which inform the policy or procedure)	MARCH 2018	

Services are legally required to ensure families are notified of any changes to policies which affect: the service's provision of education and care to any enrolled child or a family's ability to use the service; fees; or fee collection procedures, 14 days in advance.