

**POLICY NO 29: PARENTAL ACCESS TO CHILDREN**

**Key Policy Contact Person:** Manager, Our Village Family Childcare

**POLICY STATEMENT:**

Families are of primary importance in child development. Because the family and the Educator have a common interest in the child’s welfare, it is important to acknowledge a primary responsibility to bring about collaboration between the service and the family in ways that enhance the child’s development. This collaboration should recognise the value of mutual respect between parent and Educator to ensure a quality program for all participants.

**CRITICAL INFORMATION:**

- All Educators should ensure that parents and guardians have access to their children at any time during the hours that education and care is being provided – Education and Care Services National Regulations, (updated version July 1, 2023), Part 4.6 Collaborative Partnerships with families and communities, Regulation 157 (3).

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**PURPOSE:**

Access by parents to the Educator can assist parents to overcome anxieties associated with leaving a child in the care of another adult. While most parents are committed to the decision to use childcare, it is a common experience that many parents feel anxious, particularly in situations involving the first child or a new Educator. Anecdotal evidence supports the proposition that these anxieties are alleviated when the service has an “open door” policy.

It is therefore necessary for families to always have access to their children. It is also important to build support networks for families by providing them with opportunities to interact with the Educator and to see the Educator interact with their child and other children at any time.

**SCOPE/RESPONSIBILITIES:**

This document applies to all Educators, Families, Coordination Unit Staff, Volunteers and Students of Our Village Family Childcare (OVFC).

## STATEMENT OF DIVERSITY

Sunbury and Cobaw Community Health is committed to improving the health of our community and being accessible to all, including people from culturally and linguistically diverse (CALD) communities, those from Aboriginal and Torres Strait Islander background, people with a disability, Lesbian Gay Bisexual Transgender Intersex and Queer (LGBTIQA+) people and other socially vulnerable groups and supporting their communities across the lifespan from birth to older age.

## DEFINITIONS:

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## PROCEDURES:

All Educators should ensure that parents and guardians have access to their children at any time during the hours that education and care is being provided – Education and Care Services National Regulations, (updated version July 1, 2023, Part 4.6 Collaborative Partnerships with families and communities, Regulation 157 (3).

Parents in turn have a responsibility to respect the privacy and needs of the Educator, their family and other children in care. A diagram of the area or areas in use is displayed at the main entrance of the Family Day Care Educators residence. These identified area or areas of the residence are registered as part of an annual assessment conducted by OVFC within the residence and are not to be accessed by children or families unless invited to do so by the Educator. However, the Educator is not required to allow a parent to enter the Educator’s residence if permitting the parent’s entry would:

- Pose a risk to the safety of the children and the Educator; or
- Conflict with any duty of the Educator under the Law; or
- The Educator is aware that the parent is prohibited by a court order from having contact with the child (Educator must have a copy of the court order – refer to policy 3 Arrivals and Departures). Education and Care Services National Regulations, (current version July 1, 2023) Part 4.6 Regulation 157 (4)

## REFERENCES:

- [Education and Care Services National Regulations, \(updated version July 1, 2023\) – Regulation 157, 168](#)

## RELATED POLICIES & PROCEDURES/ WORK INSTRUCTIONS:

- Enrolment and Orientation – 31
- Drugs and Alcohol – 11
- Occupational Health and Safety – 28
- Code of Conduct – 40
- SCCH Code of Conduct
- SCCH Client Empowerment Policy and Procedure

**VERSION CONTROL AND LEGISLATION:**

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