

# UNIT OUTLINE



## CHCECE016 ESTABLISH AND MAINTAIN A SAFE AND HEALTHY ENVIRONMENT FOR CHILDREN

The unit describes the skills and knowledge to establish and maintain a safe and healthy environment for children.

### UNIT OBJECTIVES

On successful completion of this unit you will be able to:

1. Support each child's health needs
2. Provide for each child's comfort
3. Promote and implement effective hygiene practices
4. Take steps to control the spread of infectious diseases
5. Ensure adequate supervision of children
6. Take precaution to protect children from harm
7. Develop plans to effectively manage incidents and emergencies

### TRAINING AND SKILL PRACTICE

You will receive a copy of the McGraw Hill textbook "The Early Childhood Educator for Diploma" which includes in indepth look at this unit in Part 1, Chapter 2.

To support your training, you will be given a series of activities to complete which include communicating with families, displaying and interpreting medical management plans, researching ways to provide indoor and outdoor spaces for rest and quiet activites, researching current recommended hygiene practices, developing and maintaining hygiene procedures and communicating these to staff, children and families, researching common illness and diseases in children including exclusion periods and reporting protocols, setting up learning environments to ensure effective supervision can take place, completing risk assessments for excursion, communication with other educators about supervision requirements, researching training available to educators on the correct installation and use of car seats and restraints, developing plans for incidents and emergencies, undertaking emergency drills, identifying hazards and managing safety.

You are required to practice skills such as communication, research, writing, documenting, and reflection.

### ASSESSMENT TASKS

For this unit assessment consists of a theory test, workplace observations and evidence gathering which build on the skills and knowledge required to make effective and useful observations about children to inform your practice. Assessment will ensure that you are able to complete accurate, unbiased documentation of observations using various method for children of all ages. You will be required to interact with families to contribute to planning and undertake effective reflection practices.

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## FEEDBACK

Regular feedback is encouraged, and you can provide this to your Trainer at each visit or you are welcome to forward your comments direct to our administrative team. There is also a feedback section on our website which provides another option for you.

Should you wish to make a complaint or lodge an appeal please refer to your Terms and Conditions or our website for information on the procedure for this.

## AVAILABLE SUPPORT

Your Trainer is available to you from 8:30am to 4:30pm each weekday and will provide you their contact details.

Alternately our office is available 8:30am to 4:30pm each weekday and our CEO is available 24 / 7.

Full contact details for our team are available on our website.

## REFERENCE MATERIAL

You will need access to the National Quality Standards, National Quality Framework (NQF) and national approved learning framework for your service.

You will need access to centre standards, policies and procedures including evacuation plans, and health and safety procedures and policies which must cover food handling, travel and medication administration.

You will need access to information on recommended standards for illness, disease, and immunisation such as Staying Healthy.

Other reference material to support your training and assessment is listed at the end of the relevant textbook chapter.