Procedure Blurbs:

**Preschool (ACT Public) Acceptance and Refusal of Authorisation Procedure:**

This procedure outlines strategies for effective management of records relating to authorisations provided by parents and guardians of enrolled students.

Policy Identifier: 00PPP-1 | Last updated April 2023

**Preschool (ACT Public) Complaints Procedure:**

This procedure outlines strategies for making and the resolution of complaints made in reference to a public preschool.

Policy Identifier: 00PPP-2 | Last updated March 2023

**Preschool (ACT Public) Delivery and Collection of Children Procedure:**

This procedure describes the standard delivery and collection of children from ACT public preschools. It outlines the roles and responsibilities of all educators and parents/carers of children enrolled in these settings. The procedure provides established expectations regarding the release of children to authorised nominees.

Policy Identifier: 00PPP-3 | Last updated October 2023

**Preschool (ACT Public) Delivery and Collection of Children Procedure:**

The following procedure identifies clear processes for determining the Nominated Supervisor, Responsible Person, and Educational Leader within ACT Public Preschools.

Policy Identifier: 00PPP-4 | Last updated April 2023

**Preschool (ACT Public) Emergency Planning and Fire Safety Procedure:**

This procedure outlines the requirements and processes for planning for and responding to emergencies and evacuations.

Policy Identifier: 00PPP-5 | Last updated April 2023

**Preschool (ACT Public) Enrolment and Orientation Procedure:**

This procedure outlines the requirements and processes for enrolment and orientation in ACT public preschools.

Policy Identifier: 00PPP-6 | Last updated March 2023

**Preschool (ACT Public) Excursion Procedure:**

The following procedure covers the requirements for planning preschool excursions.

Policy Identifier: 00PPP-7 | Last updated March 2023

**Preschool (ACT Public) Interactions with Children Procedure:**

This procedure outlines strategies for the development of positive respectful relationships with each child enrolled at a public preschool. Each child enrolled at a public preschool is supported to learn and develop in a secure and empowering environment.

Policy Identifier: 00PPP-8 | Last updated April 2023

**Preschool (ACT Public) Meal Times, Nutrition, Dietary Requirements, Food Handling and Storage Procedure:**

This procedure identifies expectations surrounding strategies to promote safe practices for handling, preparing, and storing food.

Policy Identifier: 00PPP-9 | Last updated March 2023

**Preschool (ACT Public) Medical Conditions Procedure:**

This procedure outlines strategies for supporting preschool children who have been identified with specific medical conditions.

Policy Identifier: 00PPP-10 | Last updated March 2023

**Preschool (ACT Public) Participation of Practicum Students Guidelines Procedure:**

This procedure outlines strategies for the participation of practicum students (practicum students) in public preschools.

Policy Identifier: 00PPP-11 | Last updated April 2023

**Preschool (ACT Public) Payment of Fees Procedure:**

This procedure provides guidance to nominated supervisors relating to the general principles of the *Education Act 2004*, which priorities the delivery of high quality, free education for all children attending a government school or preschool.

Policy Identifier: 00PPP-12 | Last updated April 2023

**Preschool (ACT Public) Provision of a Child-Safe Environment Procedure:**

This procedure identifies expectations surrounding the provision of a child-safe environment within all ACT public preschools.

Policy Identifier: 00PPP-13 | Last updated April 2023

**Preschool (ACT Public) Sleep and Rest Procedure:**

This procedure outlines strategies for supporting the implementation of sleep and rest practices for children of preschool age.

Policy Identifier: 00PPP-14 | Last updated October 2023

**Preschool (ACT Public) Staffing Guidelines Procedure:**

This procedure outlines strategies for engaging qualified staff with a range of experiences to provide quality education and care in the public preschool environment.

Policy Identifier: 00PPP-15 | Last updated April 2023

**Preschool (ACT Public) Transport Procedure:**

This procedure outlines the requirements and processes for transportation of children other than as excursions.

Policy Identifier: 00PPP-16 | Last updated April 2023

**Preschool (ACT Public) Voluntary Contributions and Provision of a Statement Procedure:**

This document provides guidance relating to the general principles of the Education Act 2004, which priorities the delivery of high quality, free education for all children attending a government school or preschool.

Policy Identifier: 00PPP-17 | Last updated April 2023

**Preschool (ACT Public) Waiver Procedure:**

The following procedure covers the procedures for service and temporary waivers.

Policy Identifier: 00PPP-18 | Last updated April 2023