INTRODUCTION

On 1 January 2012, the National Quality Framework was introduced into the National Legislative Framework and aims to raise high quality and drive continuous improvement and consistency in education and care services. The national legislative framework is established through an applied laws system and consists of the Education and Care Services National Law and the Education and Care Services National Regulations.

The Education and Care Services National Law identifies two types of child care services. These are Family Day Care Services and Centre Based Child Care Services.

OBJECTIVES

The purpose of this policy is to facilitate the establishment of Education and Care Services premises and to provide specific development, design and operating requirements for Family Day Care Service and Centre Based Child Care Service premises, day nurseries, family day care centres, centre based private child care, out of school hours care and vacation care in appropriate localities with minimal adverse effect on the amenity of the area.

POLICY STATEMENT

1) FAMILY DAY CARE

i) Definition

*Family Day Care* has the same meaning as is given to it in, and for the purpose of, the Community Services (Child Care) Regulations 1988; that is, *Family Day Care* means a child care service provided to a child in a private dwelling in a family or domestic environment.

ii) Suitable Types of Dwellings

Family Day Care may be approved to be conducted from a Single House or Grouped Dwelling. The use of a Multiple Dwelling for the purpose of Family Day Care is not permitted.

iii) Maximum Number of Family Day Care Facilities per Development

A maximum of one Family Day Care can be approved within any one Grouped Dwelling complex.
iv) Playing Space

Every dwelling the subject of an application for approval of Family Day Care is to have an outdoor, fully fenced, private courtyard playing space of not less than 40 square metres with a minimum dimension of 6 metres. All play areas, both inside and outside the dwellings are to be arranged in such a way as to minimise noise penetration into bedrooms or living areas of neighbouring dwellings.

2) CENTRE-BASED PRIVATE CHILD CARE AND OUT OF SCHOOL HOURS CARE AND VACATION CARE

i) Definition

a) For the purposes of this Policy, Centre-Based Private Child Care means long day care.

b) For the purposes of this Policy, Out of School Hours Care and Vacation Care means care for school age children at times when they are not at school.

ii) Residential Locality

a) Child Care Centres are strongly encouraged to locate adjacent to schools, public open space, or other community or recreational uses.

b) Child Care Centres are not to be permitted on sites containing Grouped or Multiple Dwellings.

iii) Factors Affecting Maximum Permissible Numbers of Children Receiving Care

a) Centres accommodating more than 30 children are generally not to be approved on residential land.

b) Minimum indoor playing space is to be as per the Community Services (Child Care) Regulations 1988 or guidelines (currently 3.25 square metres per child together with an additional 1 square metre for each child up to 2 years of age).

c) Minimum outdoor playing space is to be as per the Community Services (Child Care) Regulations 1988 or guidelines (currently 9.3 square metres per child).

iv) External Appearance, Play Areas and the Maintenance of Streetscape Character

a) The image and external appearance of the centre is to be in keeping with the existing character of the streetscape. In particular, residential character is to be maintained for centres located in residential areas.
b) Any fencing forward of the building is to comply with the Policy relating to Street Walls and Fences. Where solid street alignment boundary fencing does accord with the Street Walls and Fences Policy, outdoor playing space may be permitted forward of the building.

c) Any outdoor playing space adjacent to a street is to be enclosed by a brick wall with a minimum height of 1.8 metres setback 2 metres from the street alignment boundary of the property, and the 2 metre wide strip of land is be landscaped and thereafter maintained.

d) Minimum open space in Residential zones is to be 50 per cent of site area.

vi) Car Parking

a) Minimum number of on site parking spaces is to be as determined by the Policy relating to Parking and Access.

b) No car parking spaces are to be forward of the front/street building setback.

vi) Enclosure of Outdoor Playing Spaces

In order to maintain a sufficient standard of security for the children and privacy for adjoining residents, outdoor playing spaces are to be completely enclosed by means of fencing with a minimum height of 1.8 metres constructed of brick and/or timber of a design satisfactory to the Town of Vincent, and corrugated fibre-cement sheeting is not permitted.

vii) Signs

a) All signs intended for the identification of Centre-Based Private Child Care centres and Out of School Hours Care and Vacation Care centres are to be the subject of separate applications for planning approval and sign licence.

b) Pylon Signs and other free-standing signs are not permitted.

c) One sign not more than 700 millimetres wide and 500 millimetres high attached to the front screen wall of the centre is to be permitted.

d) Signs for a child care centre located on a corner site are to only be permitted on the frontage which faces the designated street listed.

3) GENERAL

Notwithstanding the provisions of this Policy, compliance with the requirements of the Community Services (Child Care) Regulations 1988 (as amended) is required in every case. Licensing of all Children's Services is required under the provisions of these Regulations. Applicants should contact Family and Children’s Services for any additional requirements.
1. FAMILY DAY CARE SERVICES

1.1 Definition

A Family Day Care Service has the same meaning as is given to it in, and for the purposes of, the Education and Care Services National Regulations 2012.

A Family Day Care Service offers education and care in the private homes of registered carers through a family day care scheme.

1.2 Suitable Types of Dwellings

A Family Day Care Service may be considered from a single house or grouped dwelling. The use of a multiple dwelling for the purpose of a Family Day Care Service is not permitted.

1.3 Maximum Number of Children

The Family Day Care Service shall care for a maximum of seven children at any one time, including the carer’s own children.

1.4 Internal Playing Space

A dwelling proposed to be used for a Family Day Care Service is to have a minimum internal ‘playing space’ of 20 square metres, with a minimum dimension of 4 metres.

1.5 External Playing Space

A dwelling proposed to be used for a Family Day Care Service is to have a minimum external ‘playing space’ of 40 square metres, with a minimum dimension of 6 metres.

1.6 Car Parking

A dwelling proposed to be used for a Family Day Care Service is not required to provide any additional car parking bays, other than what is required under the Residential Design Codes.

2. CENTRE-BASED CHILD CARE SERVICES

2.1 Definition

A Centre Based Child Care Service has the same meaning as is given to it in, and for the purposes of, the Education and Care Services National Regulations 2012.

A Centre Based Child Care Service offers education and care in from a premises used exclusively for this purpose and includes long day care, out of school hours care and occasional care.
2.2 Internal Playing Space

A proposed Centre Based Child Care Service premises is to have a minimum unencumbered internal playing space of 3.25 square metres per child.

In calculating the area of unencumbered internal playing space,

i) the following areas are to be excluded:

   a) any passageway or thoroughfare (including door swings);
   b) any toilet or hygiene facilities;
   c) any nappy changing area or area for preparing bottles;
   d) any area permanently set aside for storage;
   e) any area or room for staff administration;
   f) any other space that is not suitable for children; and

ii) the area of a kitchen is to be excluded, unless the kitchen is primarily to be used by children as part of an education program provided by the service.

2.3 External Playing Space

2.3.1 A proposed Centre Based Child Care Service premises is to have a minimum unencumbered external playing space of 7 square metres per child.

In calculating the area of unencumbered external playing space, the following areas are to be excluded,

i) any pathway or thoroughfare, except where used by children as part of the education and care program;
   ii) any car parking area;
   iii) any storage shed or other storage area; and
   iv) any other space that is not suitable for children.

2.3.2 The external playing space is required to provide a shaded area that is at least 30 percent of the size of the minimum required external playing space.

2.4 Car Parking and Vehicular Access

2.4.1 All car parking and vehicular access requirements is to be in accordance with the City’s Policy relating to Parking and Access.

2.4.2 A drop off/pick up area is required in accordance with the City’s Policy relating to Parking and Access.
2.5 Administrative Space

A Centre Based Child Care Service premises is required to have an adequate area or areas at the premises for the purposes of:

i) conducting the administrative functions of the service;
ii) consulting with parents of children;
iii) conducting private conversations; and
iv) providing facilities for relief for the nominated supervisor, staff members and volunteers.

2.6 Nappy Change Facilities

2.6.1 If a Centre Based Child Care Service premises educates and cares for children who wear nappies, the premises is required to provide the following facilities:

2.6.1.1 One stable nappy changing surface for every 8 children who wear nappies, together with a nappy change mat or other mat with a washable, waterproof surface; and

2.6.1.2 Hand washing facilities’ in the immediate vicinity of the nappy changing area.

2.6.2 The nappy changing facilities are required to be designed and maintained in a way that prevents unsupervised access by children.

3. GENERAL REQUIREMENTS FOR EDUCATION AND CARE SERVICES

3.1 Toilet and Hygiene Facilities

All Education and Care Services is to provide:

3.1.1 Adequate, developmentally and age-appropriate toilet, hand washing, bathing and drying facilities;
3.1.2 The location and design of the toilet, hand washing, bathing and drying facilities enable safe use by the children; and
3.1.3 There is convenient access to the toilet, hand washing, bathing and drying facilities from the indoor and outdoor playing spaces.

3.2 Laundry and Hygiene Facilities

All Education and Care Services is to provide:

3.2.1 A laundry facility or access to laundry facilities; or
3.2.2 Other facilities’ for dealing with soiled clothing, nappies and linen; and
3.2.3 The laundry or other facilities’ are located and maintained in a way that prevents unsupervised access by children.

3.3 Fencing and Security

3.3.1 Any outdoor space at an Education and Care Service premises is required to be enclosed by a fence or barrier that is 1.2 metres in height.

3.3.2 The Education and Care Service premises is sufficiently secure:

i) to prevent exist by unsupervised children;
ii) to prevent persons without a legitimate reason to be on the premises.

3.3.3 The Education and Care Service premises is to ensure that the side of any internal or external stairway, ramp, corridor, hallway or balcony that does not abut a wall, is enclosed so as to prevent a child being trapped or falling through or climbing over it.

3.4 Swimming Pools

A swimming pool or outdoor spa is not permitted on a premises that contains an Education and Care Service.

3.5 Signage

All signage requirements is to be in accordance with the City’s Policy relating to Signs and Advertising.

3.6 Hours of Operation

The hours of operation for an Education and Care Service Premises shall be limited to 7:00am to 7:00pm, Monday to Friday and 7:00am to 6:00pm on Saturday.

The City may consider an increase to the above hours of operation for, provided that the amenity of the surrounding area is not unduly affected.

4. PLANNING APPROVAL

When applying for Planning Approval to operate an Education and Care Service premises the following information is required to be submitted to the City in the form of a written submission:

- Information on the type of Education and Care Service including what services will be provided;
- The maximum number of children that will be cared for at any one time;
- The age group/range of the children that will be cared for;
- The maximum number of staff/educators/carers that will be working at the premises at any one time;
• The proposed hours and days of operation; and
• Information on the equipment that will be used.

5. NATIONAL CARE SERVICES LAW AND REGULATIONS

In addition to the requirements listed in this policy, the applicant is to ensure that the proposed Education and Care Service premises is compliant with the National Education and Care Services Regulations 2012.

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