

# Children's Belongings Policy

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*This policy clarifies responsibilities for children's property when brought with them to our Service. We acknowledge that children will bring to the Service or carry with them certain personal belongings. This policy outlines the types of belongings that children may bring with them on a regular basis and the level of associated responsibility.*

## National Quality Standards (NQS)

Quality Area 2: Children's Health and Safety	
2.1.1	Each child's health needs are supported
2.1.2	Each child's comfort is provided for and there are appropriate opportunities to meet each child's need for sleep, rest and relaxation.
2.3.2	Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury.

Quality Area 5: Relationships with children	
5.2.3	The dignity and rights of every child are maintained at all times

## PURPOSE

To ensure families and educators are aware of their responsibility regarding children's belonging including keeping them safe.

## SCOPE

This policy applies to children, families, staff, management and visitors of the service.

## IMPLEMENTATION

It can be distressing for children to misplace their toys from home and can cause conflict between children.

- Children often want to share or show other children or caregivers special things from home, but these treasures may be easily broken or lost. To save the upset and heartache, parents are requested to encourage children to leave their toys at home, unless they are essential to a child's emotional wellbeing and/or sense of belonging. We have numerous stimulating and challenging toys and resources for all children to play with and are in numerous quantities, catering to their interests.
- During exceptional program circumstances, the children may (on occasion) be able to bring with them personal belongings, this may include school holiday programs, news etc. News is a great way to encourage children to talk during group time about their special toy or personal belonging. This practice encourages children's social development, enables children to vocalise thoughts, fears and feelings, broaden the cultural and social backgrounds of all children involved in group time activities, assist in the development of

language skills and provide an opportunity for development of special interests for the group.

- We will provide appropriate storage for lost property that will be available to children and families at all times.
- Any grievances or concerns relating to lost, damaged or stolen property of the children will be managed in accordance with the grievance and complaints procedure.
- Where children wish to bring in DVD/Blu-ray, music or electronic games, these should be discussed with management and be rated no higher than PG.
- We will take as much care as possible in ensuring that personal belongings are returned to the correct family.
- We will encourage children who bring special belongings into care to place them in a special “toys from home” box to reduce the prospect of them becoming lost or broken.
- We will enforce a non-violent toy policy in which we seek family assistance in preventing their children to bring in violent toys from home. Any such toys will be removed from the child immediately and placed in the reception area for parental collection at the end of the day
- We discourage the wearing of dress up clothes to the Service. For example: those incorporating capes, guns, holsters, knives or swords. Such clothing encourages violent play and may present a danger to the child and others within our child care environment
- The staff and educators will take as much care as possible in ensuring that clothing; toys, books and puzzles etc. are returned to their correct family. The labelling of all items can help us achieve this. However, we must make it clear that the Service is not responsible for damaged, lost or stolen items. If families choose to leave belongings in the Service during the day it is completely at the family’s own risk
- We will actively encourage children to care for their belongings by:
  - Reminding children appropriately when belongings need to be placed in storage e.g. Lunch box into bag.
  - Providing suitable storage to keep belongings safe
  - Collaborate with families any item of personal belonging which is either special, expensive or at risk of being damaged to be kept in a secured and safe position
- We will inform the family through relevant newsletters and publications such as the family handbook of appropriate personal belongings required at the Service.

### Families will

- The family will be responsible for providing the child with appropriate belongings and property required for active participation in the Service. This property may include (but is not limited to):
  - Enclosed footwear
  - Weather appropriate clothing
  - Wide brim hat
  - Suitable School bag (backpack)

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- Appropriate food and lunch box
- Ensure all personal property and belongings will be clearly named or labelled.

**Comfort Toys**

We recommend children bring a security blankets/items that soothes them. This may include dummy, bottle, soft toy, books or blanket etc.

**Source**

- Australian Children’s Education & Care Quality Authority. (2014).
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2015,
- ECA Code of Ethics.
- Guide to the National Quality Standard.

**Review**

Policy Review Date
July 2016