

# The Kinder Garden



## Use and Storage of Dangerous Goods Policy

### Aim

The Education and Care Services aim is ensure that the working environment at The Kinder Garden is a safe place for all Children, Staff, Parents and Visitors. We will establish and implement a set of procedures which will ensure a safe environment is maintained, and potential hazards eliminated through the correct storage of dangerous goods.

### Legislative Requirements

Education and Care Services National Law Act 2010  
Education and Care Services National Regulations 2011  
Work Health and Safety Act 2011  
Work Health and Safety Regulations 2011

### Who is affected by this policy?

Child  
Staff  
Parents  
Visitors  
Management

### Implementation

When using or storing any chemicals, dangerous substances or dangerous equipment, the Approved Provider/Nominated Supervisor will:

- Choose least hazardous chemicals, products or equipment.
- Choose chemicals or medicines with child restraint lids or caps.
- All dangerous cleaning materials, disinfectants, poisonous and other dangerous substances and medications are kept in a child resistant container that is labelled with a description of its contents and directions for their use.
- The Kinder Garden will provide storage facilities that are secure and inaccessible to children for the following types of items:
  - All cleaning materials, including detergents.
  - Poisonous and other dangerous substances.
  - Dangerous tools and equipment.
  - Toiletries.
  - Medications.
  - First aid equipment.
  - Emergency medical equipment and drugs.
  - Jagged or sharp objects that pose a hazard to children.
  - If any of the above substances need to be refrigerated, they will be stored in a labelled child resistant container, in a part of the refrigerator inaccessible to children.
- A Material Safety Data Sheet (MSDS) will be stored with the substance; all staff will be aware of the safety and first aid information in the MSDS.
- Ensure the MSDS has the following information on it:
  - Potential health effects.
  - Precautions for use.
  - Safe storage suggestions.
  - Emergency first aid instructions.
  - Contact number and further information.
- The staff will wear appropriate personal protective clothing in accordance with manufacturer's instructions when using or disposing of hazardous chemicals or substances.
- The centre will seek medical advice immediately if poisoning, or potentially hazardous ingestion, inhalation, skin or eye exposure has occurred, or call the Poisons Information Line on **131126**, or call an ambulance, dial **000**.

**The Approved Provider/Nominated Supervisor will ensure this policy is maintained and implemented at all times.**

## Sources

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

WorkCover NSW [www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au) Retrieved 1<sup>st</sup> March 2017

Better Health Channel [www.betterhealth.vic.gov.au](http://www.betterhealth.vic.gov.au) Retrieved 1<sup>st</sup> March 2017

Kids and Poisons <http://kidshealth.schn.health.nsw.gov.au/projects/poison-safety> Retrieved 1<sup>st</sup> March 2017

## Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

**Reviewed:** March 2017

**Date for next review:** March 2018