Children’s Belongings Policy

Quality Area 7: Leadership and service management

Standard 7.1: Effective leadership promotes a positive organisational culture and builds a professional learning community.

Standard 7.2: There is a commitment to continuous improvement.

Standard 7.3: Administrative systems enable the effective management of a quality Service.

It can be devastating for children to lose their favourite toy and toys from home can cause conflict between children. This policy has been introduced to avoid this occurring.

- Please leave toys at home. The Service has many new and exciting toys and resources for all children to play with and are in numerous quantities to avoid sharing conflicts.

- News time will provide an opportunity for children to bring in something special on their allocated day to share with their friends; however we do ask that this is not always a toy. Perhaps it could be something they have made at home, a postcard from a friend on holidays, a photo, etc.

- Please label everything that comes into the Service. Many items end up in lost property and are never claimed. A lost property basket will be located in the Kindy room and it is the parent’s responsibility to check these baskets for missing items.

- Educators will do all they can to ensure that your child’s items are not lost but this becomes very difficult if they are not labelled.

- The Service seeks families understanding if items are lost. Educators will take all care possible to minimise lost items but ask families to be aware of the amount of children at the Service and that the priority of the Educator is the care of the children and their experience within the program. Excessive time cannot be allocated to searching for lost items as this compromises time on other more important tasks such as the ones previously stated.

- Lost property that is not claimed will be sent to charity every three months after a notice in the Service’s Newsletter with adequate time given for families to make sure that all of their belongings are removed from the lost property collection.

Date that the policy was last updated or revised: **January 2016**

12/02/2016

[Signature]

Nadiya Khan
Director

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