



Woolooware Outside School Hours Care

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UNIFORM POLICY

POLICY STATEMENT

Woolooware Outside School Hours Care staff, when on duty, must follow the dress code and personal protective equipment guidelines outlined in our policy procedure outlined below.

CONSIDERATIONS

- Network's Code of Professional Practice
- Duty of Care
- Sun Safety Considerations
- Work, Health And Safety Guidelines
- National Standards

PROCEDURES

Educators are to wear:

- Shirts
 - The educator must wear the WOSHC polo shirt that they have been provided with at all times whilst on site and on excursion.
- Pants/ Skirts / Shorts:
 - All shorts and skirts must reach just above the knee
- Covered shoes:
 - Flat shoes and enclosed shoes
 - Well fastened and firmly grip the foot
 - Flexible, cushioned sole
 - Support and grip around the heel
 - Comfortable to wear all shift
 - Tread kept clean and in good condition.
- Hats:
 - Must be worn outside at all times in accordance with our "sun protection policy"
 - Broad brimmed with a width of 10 – 12 cm as per WH&S guidelines.
- Jewellery:
 - Is permitted to be worn as long as it is not dangerous, excessive and is not at risk of hurting the children, other educators or parents
 - The centre is not responsible for any jewellery that is lost or broken while on the premises or engaged in hours of work.



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- Belts:
 - Are permitted as long as they are flat and have no protruding items attached to them.

Personal protective equipment:

State Work, Health and Safety Acts require employers to provide and maintain safe working environments. Employers must ensure their employees can work safely and without risk to their health. In turn, employees have a personal responsibility for their own safety and health.

This includes:

- Rain coats/wind jackets:
 - Educators should wear high visibility rain coats when exposed to the weather. No umbrellas are to be used.
- Gloves:
 - Disposable gloves must be supplied and used for:
 - Handling any bodily fluids or waste
 - When cleaning/using chemicals
 - Administering first aid
 - Food preparation and handling
- Sun Safety:
 - Broad Brimmed, legionnaire or bucket-style hat
 - Sunglasses
 - SPF30+ broad spectrum sunscreen
- Immunisation/vaccination
 - All educators are responsible for meeting the costs associated with immunisations and vaccinations.
 - All educators must have documentation on their file of all screening tests and vaccinations received, including date, batch number, and date for renewal and type/brand name of each vaccine. ●
 - Documentation needs to be from the provider and signed by physician
 - The providers name, address and phone number needs to be on the documentation.

DATE ENDORSED: April 26, 2021

DATE FOR REVIEW AND EVALUATION: April 25, 2023