

WSK BUSH KINDER AND EXCURSION DOG AWARENESS POLICY

QUALITY AREA 2



PURPOSE

- Procedures for dealing with dogs off leads that may enter the Bush Kinder space or area where an excursion is being held.
- Guidelines for dealing with an angry or threatening dog and/or a dog in attack mode.
- The appropriate medical response to dog bites.
- A framework for the appropriate education and training of children, staff, parents, and children on how to live safely with dogs.



POLICY STATEMENT

VALUES

Wilson Street Kindergarten is committed to:

- the safety, health and wellbeing of the children at Bush Kinder.
- Being respectful of the community space that the bush kinder or excursion site offers, including an awareness of dogs being walked off leads in the area.
- Facilitating appropriate communication and education to staff and parents to minimise the risk of injury of a dog bite to children and staff during bush kinder.

SCOPE

This policy applies to the approved provider, nominated supervisor, certified supervisor, educators, staff, parents/guardians, volunteers and students on placement working at Wilson Street Kindergarten

PROCEDURES

GENERAL

The Committee is responsible for:

- Running an education session for each of the kinder groups, parents and staff. Particular attention in the session is given to recognising the warning signs given by dogs, the correct way to approach a dog and what to do if approached by an aggressive dog.
- Supplying a First Aid Kit on site at Bush Kinder or on an excursion to administer first aid in response to dog bites or for any other purpose.
- Encouraging parents, through this policy, to practice safe dog behaviours at home and to teach children on an ongoing basis how to behave around dogs to minimise risk of dog bites.
- Ensuring staff are appropriately educated on procedures in the event of an aggressive or threatening dog at the bush kinder site and in the event of a dog attack.
- Following all procedures as set out in the Incident, Illness, Trauma & Illness Policy (including notice of notifiable incidents, appropriate record keeping in the event of an incident, maintain first aid kit etc).

Staff are responsible for:

- Continually educating children on the appropriate behaviours around dogs, including recognising warning signs, the correct way to approach a dog, and what to do if approached by an aggressive dog.
- Ensure Bush Kinder Base is set in a 'dogs on leash' area of the park.
- Administering first aid in the event of a dog attack.
- Follow procedures in the event of a dog in attack mode.
- Ensuring incidents are reported in log.
- Ensuring children wash hands if they touch a dog.

Carrying out the following specific procedures in the event of one of the following incidents occurring:

- a. If a dog off a lead enters the Bush Kinder or Excursion site
 - Remind children to stand still and not to touch or encourage the dog or make any sudden movements.
 - Locate the owner if possible and encourage the owner to move the dog away the bush kinder site and put the dog on a lead.
- b. If an aggressive and threatening dog enters the Bush Kinder or Excursion Site
 - Remind children to keep quiet and still, look down (no eye-contact with dog), and put arms by sides with hands in fists with thumbs on the inside.
 - Encourage children to keep calm and not run.
 - Wait until the dog leaves the area before resuming activities.
 - Locate the owner if possible and encourage the owner to put the dog on a lead and move the dog away from the site.
- c. If a dog attacks a child
 - Staff will follow current first aid practice. This practice will be informed by up to date Level 2 First Aid Training.
 - Staff are to follow procedures as set out in Incident, Illness, Trauma & Illness Policy, including contacting parent, calling ambulance, logging incidents etc.

Parents are responsible for:

- Practising safe dog behaviours at home and outside of the kinder.
- Teaching children on an ongoing basis how to behave around dogs to minimise risk of dog bites.
- If possible, attending the education session as provided by the committee for children, parents and staff.
- Collecting their child as soon as possible when notified of an incident or medical emergency involving their child (such as a dog bite).
- Reading and being familiar with the policy.
- Bringing relevant issues to the attention of both staff and committee.

Safe Behaviour around dogs: The following rules are recommended by the Department of Environment and Primary Industries 'Living Safely with Dogs' program and reinforced by the Victorian Government's Better Health Channel Website:

- Always supervise children and dogs.
- If you are unable to supervise even for a short time, separate children from dogs.
- Never approach a strange dog.
- When approaching dogs, ALWAYS:
 - ASK the permission of the owner.
 - Always let the dog smell the back of your hand first (Demonstrate to the child how to tuck the thumb in and make a fist don't put their hand right up to the nose of the dog just enough for the dog to smell).
 - Step to the side of the dog and pat gently and calmly from the collar to the tail.

Bush Kinder Delivery & Collection of Children Policy | Reviewed February 2023

- Do not pat a dog on its head.

EVALUATION

In order to assess whether the policy has achieved the values and purposes the Authorised Provider (committee) will:

Seek feedback regarding this policy and its implementation with parents of children participating in the Bush Kinder program. This can be facilitated through discussions and the annual parent survey.

Ask staff to share their experiences and observations in relation to the effectiveness of this policy.

Regularly review the policy and centre practices to ensure they are compliant with any new legislation, research or best practice procedures.



BACKGROUND AND LEGISLATION

Wilson Street Kindergarten's Bush Kinder program is conducted in a community park which requires dogs to be walked on leads. Regular walks and excursions into the community and public spaces is also part of the curriculum. It is important that children, staff and parents are aware of the recommended behaviour around dogs and that appropriate communication and training is undertaken to minimise the risk of dog attack injury.

The National Law and National Regulations do not specify a minimum age limit for an authorised nominee. Each service will need to determine if a person under the age of 18 is able to be an authorised nominee and, if so, what constitutes the minimum acceptable age at that service.

LEGISLATION AND STANDARDS

Relevant legislation and standards include but are not limited to:

- Children, Youth and Families Act 2005 (Vic)
- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations 2011
- Family Law Act 1975 (Cth)
- National Quality Standard, Quality Area 2: Children's Health and Safety
- Occupational Health and Safety Regulations 2007
- Occupational Health and Safety Act 2004

The most current amendments to listed legislation can be found at:

- Victorian Legislation – Victorian Law Today: www.legislation.vic.gov.au
- Commonwealth Legislation – Federal Register of Legislation: www.legislation.gov.au



SOURCES AND RELATED POLICIES

SOURCES

- Australian Children's Education and Care Quality Authority (ACECQA): www.acecqa.gov.au
- Department of Education and Training (DET) Licensed Children's Services, phone 1300 307 415 or email licensed.childrens.services@edumail.vic.gov.au
- Better Health Channel Website: Child Safety 'Children & Animals', Victorian Department of Environment and Primary Industries 'Living Safely with Dogs' Education Program

RELATED POLICIES

- Excursion & Regular Outing Policy
- Bush Kinder Delivery & Collection of Children Policy (Bush Kinder Specific)
- Bush Kinder Extreme Weather Policy (Bush Kinder Specific)
- Bush Kinder Emergency Evacuation (Bush Kinder Specific)
- Bush Kinder Snake and Spider Awareness Policy (Bush Kinder Specific)
- Bush Kinder Protective Clothing Policy (Bush Kinder Specific)
- Occupational Health & Safety Policy
- Incident, Illness, Trauma & Illness Policy
- Clothing Policy
- Sun Protection Policy

EVALUATION



In order to assess whether the values and purposes of the policy have been achieved, the approved provider will:

- regularly seek feedback from everyone affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notifying all stakeholders affected by this policy at least 14 days before making any significant changes to this policy or its procedures, unless a lesser period is necessary due to risk ([Regulation 172 \(2\)](#)).

AUTHORISATION

This policy was adopted by the approved provider of Wilson Street Kindergarten on 15/02/2023.



REVIEW DATE: 15/02/2026