



Safe Storage of Dangerous Goods

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY

Introduction

By maximising awareness of the potential hazards of chemicals and equipment, we reduce the risk of harm to educators, children and families by ensuring dangerous products are safely stored and their use is minimised in all areas of our education and care service.

Goals / What are we going to do?

The education and care service aims to reduce the use of dangerous products within the environment by introducing eco-friendly cleaning options. The education and care service endeavours to provide a safe environment where chemicals and hazardous equipment are safely stored away from children and are stored and handled appropriately.

Strategies / How will it be done?

NOTE: Dangerous products used within the education and care service will be categorised into the following groups:

- < Hazardous chemicals and substances
- < Dangerous goods
- < Poisons
- < Drugs – including medications
- < Miscellaneous dangerous products

The Approved Provider will:

< Ensure that every reasonable precaution is taken to protect children being educated and cared for by the service from harm and any hazard likely to cause injury (National Law Section 167).

The Nominated Supervisor will:

< Ensure that there are emergency procedures and practices for accidental spills, contamination and corresponding first aid plans for all dangerous goods handled and stored in the service.

< Ensure that soiled nappies and soiled clothing are inaccessible to children and in covered containers.

< Ensure that at all times there is an educator on the premises with ACECQA approved first aid qualifications.

< Ensure that there are appropriate storage facilities in the service in which dangerous products are stored. Dangerous products will be stored in areas of the service that are not accessible to children or in cupboards fitted with childproof locks.

< Ensure that the chemical storage area is marked and clearly labelled as a hazard zone.

<Develop a hazardous substances register and a risk assessment for any dangerous products stored within the education and care premises. A Safety Data Sheet (SDS) is a document that lists information relating to the safety and health for the use of various substances and products. The register will record the product name, application, whether the SDS is available, what class risk the chemical has, controls for prevention of exposure required, what first aid, medical or safety action should be taken if a person is exposed.

<Safety Data Sheets (SDS) from the manufacturer will be displayed alongside the chemicals stored and must be no more than 5 years old.

Educators will:

<Seek medical advice as needed by contacting the **Poisons Information Line – 13 11 26** or by calling **000**.

<Wear Personal Protective Clothing when handling dangerous materials.

<Strictly adhere to the 'Directions for use' on the product label.

<Dispose of all products safely, in accordance with the manufacturer's instructions on the product label, Work Health and Safety regulations and Council by-laws.

<Consider minimising the use of dangerous products in the education and care service and use alternate "green cleaning" options. Refer to Cleaning & Maintaining the Environment policy.

<Complete WHS checklists to ensure that any dangerous products used within the education and care service have current Safety Data Sheets (SDS) and are stored appropriately.

<Store all dangerous products in well-labelled and original containers with child-resistant lids and caps.

<Only administer children's medications with family authorisation and in accordance with medical directions. See *Medication Administration* and *Medical Conditions* policies. All medications will be stored in an area inaccessible to children. If any medications or dangerous substances require refrigeration, they must be placed in a labelled lockable childproof container, preferably in a separate compartment of the fridge.

<Be encouraged to attend professional development sessions to maximise awareness of dangerous products, potential hazards and source chemical free methods to reduce possible hazards in the education and care service.

Evaluation

Educators and the approved provider are abiding by legislative and statutory guidelines. The education and care service has adopted sustainable practices and reduced the use of dangerous products within the environment.

LINKS TO:

< Links to Education and Care Services National Regulations: 77, 106

< Links to National Quality Standards/ Elements: 2.2.1

STATUTORY LEGISLATION & CONSIDERATIONS

- <Work Health and Safety Act 2011
- <Education and Care Services National Law Act 2010
- <Education and Care Services National Regulations
- <ACECQA's Guide to the National Quality Framework
- <Australian Standard for storage and handling of hazardous chemicals and materials (AS 3780)

SOURCES

- <Safe Work Australia: Managing risks of storing chemicals in the workplace:
www.safeworkaustralia.gov.au/doc/managing-risks-storing-chemicals-workplace
- <ACECQA First Aid Qualifications and Training: www.acecqa.gov.au/qualifications/requirements/first-aid-qualifications-training
- <NSW Poisons Information Centre - The Children's hospital at Westmead –
www.poisonsinfo.nsw.gov.au
- <Preventing poisoning - <https://raisingchildren.net.au/babies/safety/poisons/preventing-poisoning>

Ratified Date: April 2023