



Environment and Sustainability Philosophy

Associated National Quality Standard	Education and Care Services National Law or Regulation	Associated department policy, procedure or guideline
3.3.1 3.3.2 6.1.2		
Pre-reading and reference documents		
Staff roles and responsibilities		
School principal	<p>The principal as Nominated Supervisor, Educational Leader and Responsible Person holds primary responsibility for the preschool.</p> <p>The principal is responsible for ensuring:</p> <ul style="list-style-type: none"> • the preschool is compliant with legislative standards related to this procedure at all times • all staff involved in the preschool are familiar with and implement this procedure • all procedures are current and reviewed as part of a continuous cycle of self- assessment. 	
Preschool supervisor	<p>The preschool supervisor supports the principal in their role and is responsible for leading the review of this procedure through a process of self-assessment and critical reflection. This includes:</p> <ul style="list-style-type: none"> • analysing complaints, incidents or issues and what the implications are for the updates to this procedure • reflecting on how this procedure is informed by relevant recognised authorities • planning and discussing ways to engage with families and communities, including how changes are communicated • developing strategies to induct all staff when procedures are updated to ensure practice is embedded. 	

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Preschool educators	The preschool educators are responsible for working with leadership to ensure: <ul style="list-style-type: none">• all staff in the preschool and daily practices comply with this procedure• storing this procedure in the preschool, and making it accessible to all staff, families, visitors and volunteers• being actively involved in the review of this procedure, as required, or at least annually• ensuring the details of this procedure's review are documented.
Procedure	
Educators will	<ul style="list-style-type: none">• model sustainable and environmentally responsible practices• embed practices in the daily preschool routine• involve children in decision making processes and discussions about practices• keep families informed about sustainable practices being explored within the service• discuss sustainable practices with families and children as part of the preschool curriculum• reflect on sustainable practices during staff meetings• support children in developing vegetable gardens and developing an understanding of lifecycles• collaborate with the local council to discuss sustainability and the environment, as well as engage in incursions or excursions to support sustainable practices.• Provide resources to help teach children about recycling.
Children will	<ul style="list-style-type: none">• engage in environmental projects with staff and specialist visitors/staff• participate in sustainable practices, such as using water from the rainwater tank, recycling and composting• assist in maintaining the compost bin and worm farm• engage in environment projects with school staff/specialist visitors
Families will be	<ul style="list-style-type: none">• invited to share sustainable practices used in the home and suggest ideas for implementation at preschool• supported to reduce waste in lunchboxes• invited to contribute recyclable materials for craft (boxes, tin cans etc)• provided with information regarding sustainable practices• kept informed about sustainable practices and projects being undertaken at the preschool

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Record of procedure's review
Date of review and who was involved
20/2/23 preschool team, whole school staff team, children, and families
Key changes made and reason/s why
Explained how we provide resources to help teach children about recycling
Record of communication of significant changes to relevant stakeholders
Date of review and who was involved
9/3/22 preschool team, whole school staff team, children, and families
Key changes made and reason/s why
Transferred to new DOE format.
Record of communication of significant changes to relevant stakeholders