



Classroom Safety Educators

NQS Element 2.2.1 Supervision

NQS Element 3.1.2 Upkeep

Name Educator 1	
Name Educator 2	
Name Educator 3	
Name Educator 4	
Name Educator 5	

E = **Embedded** I do that **ALL** the time

K = I **know** I need to do that, but I don't do it all the time

T = Please **teach** me how to do it or improve my understanding of why I need to do it.

ED1 ED2 ED3 ED4 ED5

	ED1	ED2	ED3	ED4	ED5
Facilities					
Do you make sure (cleaning) chemicals and medications are properly labelled and stored securely?					
Do you make sure electrical cords are placed so they don't obstruct movement or present a safety hazard?					
Do you make sure electrical appliances are secure and stable on shelving?					
Do you make sure electrical appliances and cords are clear of any water sources?					
Hygiene					
Do you use dedicated cleaning material (eg paper towels) for cleaning spills on the floor?					
Do you keep floors clear of substances or resources that may cause falls and slips eg red toy on red mat in walkway?					
Do you make sure the room/area is always clear of garbage and litter?					
Do you regularly wash your hands to prevent cross contamination / illness?					
Practices					
Do you close drawers and cupboards immediately after use?					
Do you prepare and consume hot food and drinks away from rooms/children?					
Do you put cleaning materials away after each use?					
Do you empty rubbish containers before they are overflowing?					
Do you unplug electrical appliances when not in use and store them appropriately?					
Do you involve children in setting safety rules?					
Do you make sure room rules discourage running indoors?					
Do you ensure children and adults aren't exposed to dangerous fumes or mist by spraying cleaning products (eg aerosols) onto cloth before wiping rather than directly onto surface?					
Do you immediately remove broken equipment, toys and furniture and ensure it's inaccessible to children if appropriate?					
Do you remove any mats curling at the edges?					
Do you always tell the Group Leader/Nominated Supervisor when things are broken?					

Actions required

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