



## **Community Involvement Policy**

**Policy Number:** 3  
**Date Updated:** 13/8/25

### **Rationale and Policy Considerations**

The education and care service has an important role to play in encouraging children and their families to feel part of their community and in supporting them to make a contribution to it. Valuable resources can be accessed from within the community to support children's learning and wellbeing. 'The service has an active presence in the local community, seeks to strengthen community links and uses community resources to meet the needs of local families and their children.' (Standard 6.3 – The service collaborates with other organisations and service providers to enhance children's learning and wellbeing).

### **Most relevant policies and procedures**

- Confidentiality and Privacy
- Diversity and Inclusion
- Educational Programs
- Equal Opportunity
- Establishing a Protective Environment
- Partnership and Communication with Parents

### **Scope**

This policy is written for children, families, educators and visitors of Lifestreamers Early Learning (LEL)

### **Policy Statement**

The education and care service will provide regular information about, and on-going opportunities for parents and the community to participate and have input into the services provided at the service. The service will liaise with resource and service providers within the community to determine which networks exist that may connect children and families with the community. Participation in appropriate community projects and events is viewed as a positive contribution to the education and care program. The approved provider/nominated supervisor/educators will actively promote the positive aspects of the service to families and the local community. Any family or community concerns will be dealt with promptly to minimise negative publicity about the service. Providing opportunities for students, volunteers and people seeking work experience in education and care services is seen as a community service, and means of promoting quality education and care within the community.

### **Policy Principles**

#### **Information about the service**

- Information on LEL will be available on our social media platforms and website.

#### **Connecting with the community**

- The service holds current information on relevant community resources and makes these available to families.
- The service will invite community members to visit the education and care service to share their social and cultural heritage with the children, families and educators of the service.
- Educators will reflect the cultural values and diversity of the broader community, including Aboriginal and Torres Strait Islander communities, when planning the children's learning environment.
- Connections with the local community are built through a number of strategies including:

- Partnerships with families
- Liaison with other children's services, local businesses, school, health services and organisations working with families and children in the local area
- Participation in community events
- Local community members are invited to participate in social events held at the service

### **Students, volunteers and other visitors**

- Ensuring children's safety and wellbeing will always be the prime factor in any decision to invite visitors to the service.
- Visitors may be invited into the service as part of extending children's learning and experiences i.e. members of the Fire Brigade, Police Department, medical or nursing profession may be invited to share aspects of their work that are of interest to children, community people with a skill, art or experience from which the children will gain experience or enjoyment.
- The service will offer student placements to:
  - high school students who wish to gain work experience as part of their school program provided that the school has initiated the placement
  - students attending early childhood or education and care training at college or university.
- All placements will be negotiated through the nominated supervisor/approved provider who will ensure that there are no more than one student placement in each age group/room at any one time. Students will be provided with clear guidelines in relation to their responsibilities and code of conduct whilst at the service and will be closely supervised by educators at all times.
- Volunteers will be accepted for work experience when there are no students on placement at the service and there is evidence of a genuine interest in the work involved. Potential volunteers will be interviewed by the nominated supervisor/approved provider to determine their suitability and given clear guidelines in relation to their responsibilities and code of conduct whilst at the service.
- All volunteers and students must provide an appropriate current criminal record check or working with children check/card in accordance with the Education and Care Services National Regulations.
- Volunteers and students are supplementary to educator requirements and will not be used to replace absent educators unless they are on the service's payroll.
- All other visitors to the service must make an appointment with the nominated supervisor/nominated supervisor or educator. (See also policy on Establishing a Protective Environment)
- Professional access to the service will be at the discretion of the nominated supervisor/approved provider and (if involving the children) with the parent's written consent. The only exception to this would be in the case of children at risk.
- The types of professionals or officials that may require access include:
  - Authorised child protection officers
  - Police Officers (with warrant).
  - Health & Safety Inspectors – have the right of entry under occupational safety and health legislation
  - Authorised officers of the relevant state/territory regulatory authorities have the right of entry under the Education and Care Services National Regulations
  - Australian Government officers - have the right of entry to inspect service records for accountability requirements under the Child Care Act 1972 (Cth).
  - Child Health Nurse.

### **Related Documents**

- **Education and Care Services National Law (WA) Act 2012**
- **Education and Care Services National Regulations**
- **National Quality Standard for Early Childhood Education and Care and School Age Care**

- Early Years Learning Framework for Australia

#### Document History

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