

6.8 Maintenance of Facilities

Policy Statement

The service is required to ensure effective maintenance of the centre-based care service (OSHC) approved under the Education and Care Services National Law Act (2010) and Regulation (2011)

Procedures

The Approved Provider will ensure the establishment of an effective reporting of facilities maintenance process and schedule including but not limited to:

- Day to day maintenance of the facility
- Replacement of play equipment
- Replacement of major items such as fridges and televisions
- Repairs
- Refurbishment

The service will immediately notify the Licensor of all damaged property or equipment and will be recorded in the maintenance log.

Property of equipment damaged due to the activities undertaken by the service will be repaired or replaced by the service.

References

- Education and Care Services National Law Act (2010) and Regulation (2011)
- NQS Area: 7

Date of Development	Reason for Modification	Date Ratified	Date of Review