



IRRAWANG PUBLIC SCHOOL PRESCHOOL

Preschool Environmental Sustainability Procedure

Associated National Quality Standards	Education and Care Services National Law or Regulation	Associated department policy, procedure or guideline
2.1 2.2 3.3.1 3.3.2 6.1.2	Regulation 90 Regulation 91 Regulation 92 Regulation 93 Regulation 94 Regulation 95	Leading and operating department preschool guidelines
Pre-reading and reference documents		
NSW Department of Environment and Climate Change – www.environment.nsw.gov.au Kidsafe NSW Inc. – www.kidssafe.org.au Early Childhood Environmental Education Network – www.eceen.org.au Community Child Care Co-operative (NSW) – Environmental Sustainability		
Staff roles and responsibilities		
School principal	The principal as Nominated Supervisor, Educational Leader and Responsible Person holds primary responsibility for the preschool. The principal is responsible for ensuring: <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	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 could include: <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. 	
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 regularly discuss and plan for ways the Preschool can become more sustainable by adopting practices that:

- REDUCE
- REUSE *and*
- RECYCLE

The Preschool's daily routine will include sustainable practices such as:

- Recycling/Reusing
- Gardening
- Energy Conservation
- Water Conservation
- Sustainable equipment purchases and
- Sustainable lunch boxes

RECYCLING/REUSING

Educators will role model recycling and reusing practices by:

- Using a recycle bin (**YELLOW** lid bin) to reduce paper and cardboard waste at Preschool. The children will be encouraged to put papers/cardboard from their lunches and/or papers/cardboard from their indoor activities into the recycle bin to help the environment.
- Ensuring errors on printing paper will be made available to children as scrap paper for drawing. Children will be encouraged to use both sides of the paper if they choose when free drawing.
- Keeping recyclable materials for construction and art projects.
- Keeping containers and reusing them in the Preschool where appropriate.
- Considering the practice of recycling soft plastics and batteries and reaching out to organisations such as Coles, Woolworths and other reputable establishments to recycle such items.

GARDENING

Educators will role model sustainable garden practices by:

- Using a compost bin (**GREEN** lid bin) to reduce waste. Children are encouraged to place food scraps into this bin for use in the worm farm containers located in the Preschool's gardens. The children will be involved in maintaining these worm farms by emptying the compost into the buckets and monitoring the worm farms.
- Utilising the mulch from trees that have been removed onsite to mulch the Preschool gardens.
- Catching any excess water from the taps during waterplay to pour onto the gardens.

ENERGY AND WATER CONSERVATION

Educators will role model energy and water conservation practices by:

- Turning off lights & air-conditioning when rooms are not in use.
- Emptying water play containers onto garden areas.
- Air drying laundry.
- Soaking paint equipment.
- Sourcing possible grants available to fund water and energy conservation practices at Preschool including the installation of:
 - o Water tanks.
 - o Grey water systems.
 - o Converting toilet cisterns to dual flush.

- o Converting taps to water saving taps.

SUSTAINABLE EQUIPMENT

Educators will promote the use of sustainable equipment by:

- Purchasing equipment, where possible, that is eco-friendly (recycled plastics/papers/fibers etc).
- Reducing the amount of plastic and disposable equipment purchased and selecting materials that are made of natural materials and fibers in keeping with a more sustainable environment.

SUSTAINABLE LUNCH BOXES

Educators will promote the use of sustainable lunch boxes by:

- Educating and encouraging families to prepare lunches for their children promoting nude foods, less packaging, less plastic and more reusable containers etc for lunch items.
- Reaching out to the local Port Stephens City Council and Government departments as sources of information for sustainable practices used in the local community. This information will be used to program for and inform best practice regarding environmental sustainability.
- Engaging in innovative practices and appreciating the wonderment of the natural world while protecting the planet for future generations as per the Early Years Learning Framework.

Record of procedure's review

Date of review and who was involved

24-3-21

Michelle Lynch (Pedagogical Leader)

Hylie McEvoy (Preschool Educator)

2/8/22

Michelle Lynch (Pedagogical Leader)

Hylie McEvoy (Preschool Educator)

Alex Hay (Preschool SLSO)

16/6/23

Michelle Lynch (Pedagogical Leader)

Hylie McEvoy (Preschool Educator)

Key changes made and reason/s why

2/8/22 – No changes required from Staff/Community feedback.

16/6/23- Deletion of families encouraged to bring in soft plastics to the preschool for recycling.

Record of communication of significant changes to relevant stakeholders

Localised Procedure emailed to staff and posted on Preschool Private Facebook page for families.