

EDUCATOR CELEBRATIONS POLICY

Our Service is committed to creating a work environment that maximises individual and team performance, values all staff members and helps to build our capacity to care and educate children enrolled in our Service. We believe in acknowledging our educators' achievements and to further their sense of belonging to the team we will celebrate these.

This policy will provide guidance for management regarding celebrating our educators to ensure all are treated fairly and equally.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 4: STAFFING ARRANGEMENTS		
4.1	Staffing arrangements	Staffing arrangements enhance children's learning and development.
4.1.2	Continuity of staff	Every effort is made for children to experience continuity of educators at the service.
4.2	Professionalism	Management, educators and staff are collaborative, respectful and ethical.
4.2.1	Professional collaboration	Management, educators and staff work with mutual respect and collaboratively, and challenge and learn from each other, recognising each other's strengths and skills.

QUALITY AREA 7: GOVERNANCE AND LEADERSHIP		
7.1.3	Roles and responsibilities	Roles and responsibilities are clearly defined, and understood, and support effective decision-making and operation of the service.
7.2	Leadership	Effective leadership builds and promotes a positive organisational culture and professional learning community.
7.2.3	Development of professionals	Educators, co-ordinators and staff members' performance is regularly evaluated, and individual plans are in place to support learning and development.

RELATED POLICIES

Code of Conduct Policy Grievance Policy (staff) Interactions with Children, Family and Staff Policy Privacy and Confidentiality Policy	Staffing Arrangements Policy
---	------------------------------

PURPOSE

We aim to provide fair and equal treatment for all employees, and celebrate their personal milestones.

SCOPE

This policy applies to staff, educators, nominated supervisor and management at the Service.

IMPLEMENTATION

Birthdays

All educators will have a cake purchased/made for them from management and will have Happy Birthday sung to them with the children on their last shift before their birthday.

Maternity Leave

All educators will receive a present purchased from management on behalf of fellow educators and a morning tea celebration will be put on for them on their last day before leave. On their return the educator will be welcomed back with a morning tea celebration provided by management. Educators will also be acknowledged on our social media platforms to inform families.

Resignation/Retiring.

All educators will receive a gift purchased by management on behalf of fellow educators. A lunch will also be put on by management on the educator's last shift. Educators will also be acknowledged on our social media platforms to inform families.

Other life events

For other circumstances such as engagements, weddings, completing degrees/qualifications, management will acknowledge these.

SOURCE

Early Childhood Australia Code of Ethics. (2016).

[Education and Care Services National Regulations](#). (2011).

Guide to the National Quality Framework. (2017). (Amended 2020).

Revised National Quality Standard. (2018).

Work Place Law <https://www.workplacelaw.com.au/posts/better-safe-than-sorry-best-practice-dealing-poor-performance>

Workplace Relations Act 1996 (Cth).

REVIEW

POLICY CREATED	JULY 2021	NEXT REVIEW DATE	JULY 2022
July 2021	New policy created		