LOWER PLENTY PRIMARY SCHOOL OSH 

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# STAFF TRAINING POLICY

## PURPOSE

Lower Plenty Primary School OSHC endeavours to provide adequate relevant ongoing training and development for staff to enable them to better do their job and to properly comply with these Policies and Procedures and other requirements of Lower Plenty Primary OSHC.

## SCOPE

This policy applies to children, families, staff, management and visitors of the OSHC Service.

## IMPLEMENTATION

* Staff will be provided with professional development training on a regular basis on issues relevant to:
  + the operation of Lower Plenty Primary OSHC and its Policies and Procedures
  + legal or other regulatory requirements, and
  + other issues of interest or benefit to staff to help them better to their job in the overall interests of Berwick Primary OSHC and the children
* Wherever possible, within the resources of Lower Plenty Primary OSHC, specialist or expert presenters will be organised to provide training to staff on technical issues
* Staff will be asked on a regular basis to contribute suggestions for training topics
* A written record of all professional development of staff will be kept
* Staff will be paid for attendance at compulsory training sessions
* Progress of staff leading to a qualification for assistants, a team leader or a coordinator will be monitored

## FURTHER INFORMATION AND RESOURCES

* National Law Section 161-163
* National Regulations 137-152, 168
* Quality Area 2, Element 2.3.4
* Quality Area 4, Element 4.1, 4.2.2
* Quality Area 7, Element 7.1, 7.2, 7.3.1

## REVIEW CYCLE AND EVALUATION

This policy was last updated on 20th January, 2022 and is scheduled for review in January 2025.