

E-6 TECHNOLOGY

NQS

QA. 1.1.1	Approved learning framework.
QA. 1.2	Practice.
QA.2.1.1	Wellbeing and comfort.
QA.2.2.1	Supervision.
QA. 4.1.1	Organisation of educators.
QA. 4.2.2	Professional standards
QA. 7.1.2	Management systems.
QA. 7.1.3	Roles and responsibilities.

National Regulations

Reg. 73	Educational Programs
Reg. 74	Documenting of child assessments or evaluations for delivery of educational program
Reg. 75	Information about educational program to be kept available
Reg. 76	Information about educational program to be given to parents
Reg.123(1)(d)	For children over preschool age, 1 educator to 15 children
Reg. 168	Education and care service must have policies and procedures

My Time, Our Place

LO. 1	Children and young people feel safe, secure and supported
LO. 3	Children and young people become strong in their social, emotional and mental wellbeing
LO. 3	Children and young people are aware of and develop strategies to support their own mental and physical health and personal safety
LO. 4	Children and young people develop a range of learning and thinking skills and processes such as problem solving, inquiry, experimentation, hypothesising, researching and investigating

Policy Statement

We aim to develop and implement a program that is stimulating, interesting and exciting, whilst also allowing opportunities for children to experience times of relaxation and leisure. The Nominated Supervisor will ensure all movies, television programs and technology are suitable for the children's developmental level and are rated G or PG.

Related Policies

- Concord OSHC Policy A-3: Philosophy
- Concord OSHC Policy A-11: Maintenance of Records
- Concord OSHC Policy A-14: Complaints

- Concord OSHC Policy D-23: Child Management
- Concord OSHC Policy E-2: Written Programs

Procedure

Various mediums of technology will be used at the Centre when appropriate. This includes computers, televisions, video games and other hand-held devices. Only movies, television programs and video games with a G or PG rating will be viewed.

Movies, television programs and video games should be planned as part of a balanced program of activities, which reflects the philosophy of the Centre. They could highlight a particular activity or interest in the program. They should not be a daily activity in the Centre and each child's participation time will be limited. Where programmed, such activities will be displayed for children and families to view (as per Regulation 75).

The program will be recorded in the program folder and clearly displayed upon entrance to the Centre for all educators, parents and children to see (see Policy E-2: Written Programs).

Educators should attempt to preview the movie, television program or video game prior to showing it to the children. In cases where this is not possible, the Nominated Supervisor will ensure the media has been checked for suitability using the online tool from the Australian Council on Children and the Media (<http://childrenandmedia.org.au/>)

Video games, hand-held devices or other electronic equipment will not be encouraged to be brought to Concord OSHC unless the program advises otherwise. Educators will not be held responsible for any equipment brought to the Centre and children will be encouraged to label their equipment and ensure the safe storage of them.

The service will distribute a Digital Devices Authorisation Form to all families, and this will also form part of the enrolment process moving forward. The form must be completed by parents or guardians whose child will bring a smart watch or other digital device to the service, outlining the specific devices the child will have in their possession.

Upon receipt of the completed form, the information will be recorded within the child's enrolment details to ensure all staff are aware that the child has an approved digital device.

All mobile phones must be handed to staff at the commencement of each session and will be securely stored in a locked box until the end of the session or until the child is collected.

Children wearing smart watches will be monitored by staff to ensure devices are used appropriately and in accordance with service expectations. If a smart watch is used inappropriately, it will be confiscated and securely stored in the lock box until the end of the session or until the child is collected.

At the beginning of every session, staff will generate and review a child information list to identify children authorised to have digital devices, ensuring correct procedures are followed at all times.

The service implements these procedures to ensure the safe, appropriate, and supervised use of digital technologies, supporting children's wellbeing, privacy, and safety while being educated and cared for at the service.

Permission to view movies at Concord OSHC must be given by parents upon Enrolment at the Centre via the Enrolment Permissions Form.

Alternative activities will always be available when movies, television programs or video games are being shown, and the use of such media in the program will not replace the supervision responsibilities of the educators.

Sources

- Education and Care Services National Regulations 2011
- National Quality Standard (NQS)
- Education and Care Services National Law Act (2010) Section 168
- My Time, Our Place: A Framework for School Aged Care in Australia – V2.0

Endorsed: 02/03/2026

Review date: 02/03/2028