

## 6.8 Maintenance of Facilities

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)



### Relevant Laws and other Provisions

The laws and other provisions affecting this policy include:

- *Education and Care Services National Law Act (2010) and Regulation (2011)*
- *National Quality Standard, Quality Area 3 – Physical environment*



### 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.

DATE DEVELOPED	DATE RATIFIED	DATE REVIEWED	DATE RATIFIED
August 2018	August 2018	October 2021	October 2021
		October 2023	October 2023