***Localised Procedures – update schedule - 2018***

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| ***Procedure*** | ***Date due for update*** | ***Updated***  |
| 1. i. Nutrition, Food and Beverages, Dietary Requirements
 | May 2018 |  |
| 1. ii. Sun Protection
 | March 2018 |  |
| 1. iii. Water Safety
 | March 2018  |  |
| 1. iv. The Administration of First Aid
 | June 2018 |  |
| 1. v. Sleep and Rest
 | May 2018 |  |
| 1. Incident, Injury, Trauma and Illness
 | May 2018 |  |
| 1. Dealing with Infectious Diseases
 | May 2018 |  |
| 1. i. Dealing with Medical Condition
 | May 2018 |  |
| 1. Emergency and Evacuation
 | March 2018 |  |
| 1. Delivery and Collection of Children
 | May 2018  |  |
| 1. Excursions
 | May 2018 |  |
| 1. Providing a Child Safe Environment
 | May 2018  |  |
| 1. Staffing
 | May 2018 |  |
| 1. Interactions with Children
 | May 2018 |  |
| 1. Enrolment and Orientation
 | May 2018  |  |
| 1. Governance and Management (including confidentiality of records)
 | May 2018  |  |
| 1. The Acceptance and Refusal of Authorisations
 | May 2018  |  |
| 1. Payment of Fees
 | May 2018  |  |
| 1. Dealing with Complaints
 | May 2018 |  |