



Policies and Procedures

At Teddy Bear Cottage, we are committed to providing a safe, nurturing, and high-quality environment for all children and families. Our Policies and Procedures are guided by the National Quality Framework (NQF) and are regularly reviewed to ensure they reflect best practice, current regulations, and the needs of our community.

Key policies include:

- Health & Hygiene – Promoting cleanliness and minimising the spread of illness through safe hygiene practices for children and staff.
- Behaviour Guidance – Supporting positive behaviour through respectful, age-appropriate strategies that foster emotional development and self-regulation.
- Sun Protection – Ensuring all children are protected from harmful UV exposure through hat use, sunscreen application, shaded play, and sun-safe routines.
- Safe Sleep – Following Red Nose-approved safe sleep practices to ensure children rest safely and comfortably while in our care.
- Immunisation Policy – Aligning with NSW Health guidelines to ensure that children's immunisation records are current and meet enrolment requirements.

Families are welcome to request access to any of our policies at any time. Our team is always available to answer questions or clarify procedures to ensure open, transparent communication and shared understanding.