

1. Details of person / entity to whom enforcement action relates	Provider name and service	Grans & Co.Pty.Ltd. (PR-00000871) for the service known as Frogtastic Educational Kindergarten and Childcare (SE-00000513)
	Service Type	Centre-based service
	Address	294 Branyan Drive, Bundaberg, Queensland
2. Reason for enforcement action	Details of breach.	<p>On 8 July 2022 two children left the service unattended for between 30 – 60 minutes. The children were located by a member of the public who notified Queensland Police Service (QPS). QPS officers located the children and returned them to the service.</p> <p>On 8 July 2022 the approved provider did not comply with:</p> <ul style="list-style-type: none"> a. Section 167(1) National Law – the provider failed to ensure that every reasonable precaution is taken to protect children being educated and cared for by the service from harm and any hazard likely to cause injury
3. Enforcement action taken and date issued	Compliance notice 6 October 2022	
4. Steps that must be taken to comply with the National Law and Regulations	<p>The approved provider was required to take the following steps by 24 October 2022 and provide evidence to the regulatory authority.</p> <p>Provide evidence that they have shared with all staff members, information about [child] and their previous history of leaving their own house unattended on numerous occasions and sometimes for extended periods of time.</p> <p>Provide a procedure which details the steps to be taken to ensure all health/medical, additional needs, safety and behaviour information regarding an individual child is shared with all staff across the service and not just in the room they may be in majority of the time. This should also include a document that records what staff have been provided this information for each individual child as well as who is responsible for implementing this procedure and checking that all staff are aware of each child's individual needs.</p>	

	<p>Provide evidence that all staff have been provided training and are aware of all children who have additional needs, behaviour management plans, medical action plans and any other information that relates to ensuring the safety and wellbeing of children who attend the service. This should include details on how staff can access this information as required.</p> <p>Provide a detailed action plan on the steps taken to minimise the occurrence of children leaving the service unattended. This should detail, but not limited to the changes to the physical environment and the supervision of these children at the service, including when on the service bus for transportation.</p>
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