



## 6.4 Numbers of Children Policy

<b>Policy number:</b> 6.4
<b>Date last reviewed:</b> February 2024
<b>Reviewed by:</b> Child Care Team

This policy relates to	
National Quality Standards Early Childhood Education & Care	7.1,7.1.2,

### Purpose

The service views the limits on the number of children able to be cared for at any one time to be integral in ensuring the quality of care.

### Background:

Policy is in accordance with the implementation of the new Education and Care Services National Regulations 2011 and the new Education and Care Services National Law Act 2010.

In Home Care National Standards require the Department to be contacted if more than 7 children are to be cared for at the one time.

### Policy

The Education and Care Services National Regulations 2011 S124 states “The number of children who can be educated and cared for by a family day care educator”:

- (1) A family day care educator must not educate and care for more than 7 children at a family day care residence or approved family day care venue at any one time.
- (2) In determining the number of children who can be educated and cared for by a family day care educator for the purposes of sub-regulation (1):
  - a. no more than 4 can be preschool age or under; and
  - b. if the children are being educated and cared for at a residence, the educator’s own children and any other children at the residence are to be taken into account if:
    - o those children are under 13 years of age; and
    - o there is no other adult present and caring for the children\*.



- (3) No more than 7 children can be educated and cared for as part of a family day care service at a family day care residence or an approved family day care venue at any one time.
- (4) Sub-regulation (3) does not apply to children visiting a family day care residence or an approved family day care venue as part of an excursion.

Children attending prep year in Queensland schools are classified as attending school as of 1<sup>st</sup> January that year. Children who are of prep year age but are not enrolled to attend prep year are not classified as school children.

\*Beaucare policy states that all of the educator's own children under 13 years of age are included in their ratios unless they are in formal care outside of the educator's home. For under school age children, this is to be documented on the Backfill for Educator's Own Under School Age Child form, and discussed with the service to allow accurate information of vacancies and numbers of children in care. The service must be contacted in advance if a child is to be given a booking due to the absence of the educator's own child. This is to ensure that in situations where the educator's own child may be home that the parent accessing the place understands that the booking can only occur when the educator's child is not in the care of the educator or present at the home where care is taking place.

For school age children formal care includes school, extra-curricular activities, before or after school care or vacation care, and travel to and from school each day (e.g. Bus or walking) that is done independently of the educator. Educators intending to backfill their own school age children's place will need to complete the School Age Child Backfill form prior to this occurring, and the parent of the child filling the place will need to sign this form with the understanding that their place may not be available if the educator's child is unable to participate in the formal care arrangement.

In order to remain within their approved capacity, there may be times when an educator will not be able to meet the changing needs of parents. In these cases, the coordinator should be contacted to discuss the new booking required by the parent and offer possible alternative care to the parent. All attempts are made within the service for children to be placed with the educator that is most appropriate to meet the needs of the family and child. This is the same consideration when alternate care is needed.

Where possible children and families are introduced to other educators that they might have care with when their usual educator is not available. This can occur through play sessions, or at initial enrolment when the family may meet with all available educators in their area.

**Relevant Legislation**

Education and Care Services National Regulations 2011124  
Education and Care Services National Law Act 2010 169  
National Standards for In Home Care

**Related Policies**



[Appendix F QIP and Compliance](#)  
[Appendix I Child Protection](#)