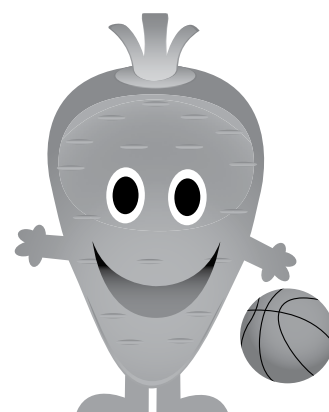


5 SIMPLE STEPS TO DEVELOPING ACTIVE PLAY GUIDELINES

These steps for developing Active Play Guidelines are suitable for a group session or service provided for a couple of hours with parents/carers and children attending together, for example, playgroups.



Step 1

- Distribute a copy of the Sample Active Play Guidelines to all of the group's parents, carers and facilitators/staff.

Step 2

- Involve staff, parents and carers in the development of the group's guidelines to help them make it easier to put into practice.
- Hold a discussion with parents, carers and staff about current practices- this could be done during morning tea.
- Identify any new or alternative points to include in your guidelines, consider culturally appropriate foods and allergies where appropriate.

Step 3

- Review comments and update guidelines according to any discussions and decisions made.

Guidelines may be developed more informally using the sample policy as a guide for discussion and the parents/carers agreeing in principle.

Step 4

- Distribute the guidelines to staff, parents and carers
- Implement the guidelines
- Include the guideline in your group session or service orientation/registration pack (or equivalent) for new families using your service.
- Include the guideline in your sign in area or display where it is accessible to all staff and families.

Step 5

- Review the guidelines every 12 months or as necessary.
- Update the guidelines and discuss with parents/carers as required.