

Ms [REDACTED]
Person with Management or Control
Taylor ELC Pty Ltd
RE: Taylor ELC

Email: [REDACTED]

Dear Ms [REDACTED]

EMERGENCY ACTION NOTICE
Section 179, *Education and Care Services National Law (ACT)*

Name of approved provider Taylor ELC Pty Ltd - PR-40028255 (the Provider)

Name of approved service Taylor ELC - SE-40024139 (the Service)

Under the *Education and Care Services National Law (ACT)* (the *Law*) an Emergency Action Notice may be issued if the Regulatory Authority is satisfied that an education and care service is operating in a manner that poses, or is likely to pose, an immediate risk to the safety, health or wellbeing of a child or children being educated and cared for by the service.

I am satisfied that on 6 September 2023, the Service was not operating in accordance with the provisions of the *Law* or *Education and Care Services National Regulations 2011 (the Regulation)* as set out below.

An Authorised Officer attended the Service at 11:20am on 6 September 2023. As a result of observed non-compliances identified as posing immediate risk to the health, safety, and wellbeing of children in attendance at the Service, the Provider was issued with an Emergency Action Notice (EAN).

On 8 September 2023, the Provider submitted evidence satisfying they are willing and able to continue to work towards minimising the identified risk to the safety, health or wellbeing of children being educated and cared for by the Service.

- (a) The Provider has demonstrated through an evidence-based approach actions and strategies to seek staff and proposing a roster to adequately staff the Service over the next two weeks.

I am satisfied that the Providers actions to seek staff, and have reviewed the proposed roster to mitigate the likelihood of non-compliances. The approved provider is required to take the following action to assist the regulatory authority determining that all children are protected from harm and any hazard that is likely to cause injury.

Action Required

For the following 14 days, the Provider must only operate if undertaking the following actions:

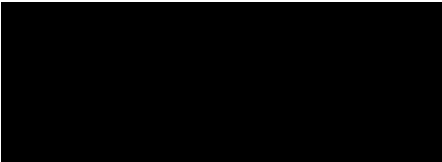
- a. Enrolments do not exceed 35 placements.
- b. The Provider is required to always maintain minimum regulated educator to child ratios when education and care of children is occurring.
- c. If any changes occur to the staffing roster submitted to the Regulatory Authority on 8 September 2023, a copy is to be provided within 24 hours of the change occurring.
- d. Induction carried out for all agency staff before commencing working directly with children. Evidence of inductions and staff records for agency staff to be submitted to the Regulatory Authority within 24 hours of commencing.
- e. The Nominated Supervisor must be always accessible to employees and families. The Nominated Supervisor role is not to include working directly with children for the purpose of maintaining required ratio levels.
- f. Copies of working directly with children records and child attendance records for each day the emergency action notice is enforced are to be submitted to the Regulatory Authority at the close of each day.
- g. Copies of weekly meal plans for the next 14 days to be submitted, inclusive of detail as to foods are being provided for each age group. Any changes to these plans made after submission to the Regulatory Authority are to be notified within 24 hours of the change occurring.

The approved provider must submit evidence that the above actions have been undertaken, in writing, to Nicola Atherton, A/g Assistant Director Audit and Risk Management at nicola.atherton@act.gov.au

Evidence for actions must be provided prior to recommencement of the Service.

Failure to comply

If you do not take the required actions, or do not take those steps within the required timeframe, further compliance actions may be imposed, including suspension of your service approval.



Clare Brookes
Senior Director
Education and Care Regulation and Support
Children's Education and Care Assurance

08 September 2023