



Child Safety Action Checklist for Childcare Directors

What to Do Right Now to Protect Children and Your Service

This checklist is designed to help childcare directors confidently review and strengthen child protection practices during times of heightened concern, without panic or fear-based reactions.

Use it as a leadership guide, a team discussion tool, or a service self-check.

Leadership & Culture

- ☐ I can clearly articulate our service's commitment to child protection
 - ☐ Child safety is discussed as part of everyday practice, not only during incidents
 - ☐ Our leadership approach models calm, confident decision-making
 - ☐ Safeguarding children is embedded in our service culture, not treated as a one-off priority
-

Educator Confidence & Support

- ☐ Educators know they are not expected to manage concerns alone
 - ☐ Staff feel confident using child-friendly language around safety
 - ☐ Educators understand their duty of care and reporting responsibilities
 - ☐ We provide ongoing guidance, not just compliance training
-

Child Safety Education in Practice

- ☐ Children are taught about boundaries in age-appropriate ways
 - ☐ Safety concepts are embedded into play, routines, and relationships
 - ☐ Children are encouraged to express feelings and body cues
 - ☐ Help-seeking is normalised and reinforced
 - ☐ Safety education focuses on empowerment, not fear
-

Visibility of Child Safety Measures

- ☐ Child safety is visible in learning environments
 - ☐ Educators consistently model respectful boundaries
 - ☐ Children hear the same safety messages across rooms
 - ☐ Families can see evidence of safety education in practice
-

Policies, Procedures & Daily Practice

- ☐ Child protection policies are current and accessible
 - ☐ Educators understand how policies apply to daily situations
 - ☐ There is alignment between policy, training, and practice
 - ☐ Staff know exactly what steps to take if concerns arise
-

Communication With Families

- ☐ Families are reassured through clear, calm communication
 - ☐ We acknowledge community concerns without creating fear
 - ☐ Families understand how child safety education is taught
 - ☐ Parents know who to speak to if they have questions or concerns
-

Training & Consistency

- ☐ All educators receive consistent child protection training
 - ☐ Shared language is used across the service
 - ☐ New staff are inducted into our child safety approach
 - ☐ Training is ongoing and refreshed regularly
-

Proactive Prevention

- ☐ Child safety education is embedded year-round
 - ☐ We are not waiting for incidents or media coverage to act
 - ☐ Our approach focuses on prevention, not reaction
 - ☐ Child protection is treated as core practice, not an add-on
-

Director Reflection

- ☐ I feel confident explaining our child safety approach to families
 - ☐ I know where our strengths are — and where support is needed
 - ☐ I have a clear plan to strengthen child protection across the service
-

A Supportive Next Step

If several areas on this checklist feel uncertain, that's not a failure, it's an opportunity.

A **structured Early Years child safety curriculum**, supported by **online professional learning**, can provide directors with:

- Clear frameworks for educators
- Consistent language across the service
- Confidence when communicating with families
- A proactive, child-friendly approach to safeguarding children

Embedding child safety education thoughtfully supports children, educators, families and the service as a whole.