

## Autism SA's Easy Read Onsite Supervision of Under 16's



This is Easy Read information about Autism SA's Onsite Supervision of Under 16's.

You can click [here](#) to see the full policy.

You can tell us if you need someone to help you read the information. You might have someone at home who can help you read the information.



### Purpose of the policy:

- Ensure safe environments for clients under the age of 16 years.

### Who is the policy for?



- Staff
- Contractors
- Students
- Volunteers
- Parents

## Where does the policy apply?



- Autism SA Tonsley
- Autism SA Elizabeth
- Client homes
- Does **NOT** apply in schools

## What has been thought of when making the policy?



- Safe environments for clients, families, and employees
- Medical emergencies
- Behavioural challenges
- Personal care e.g., toileting
- Wellbeing of clients
- Feedback to parents
- Work, health, and safety protocols
- Duty of care



### **What does this mean at Autism SA locations?**

- Parents or persons responsible must always be on site.
- If waiting in your car, you have to let staff know and be in the waiting room to get your child at the end.



### **What does this mean in the client's home?**

- Parents or persons responsible must always be at home.
- If the parent or persons responsible leave the home, the session will finish immediately.

### **What if something unexpected comes up?**



- The employee will consider what has happened.
- The employee will cancel the session if it is not safe to continue.



- The parent or persons responsible must tell the employee **where** they are going, **when** they are coming back, **contact details** and **what** will happen if they have not come back by the agreed time.



### **Changes to our policy:**

If there are any changes made, we will put information about changes up on our website.

The last review of this policy was made in May, 2023.