



RESPONSE REPORT

August

2024

**Point Resolution Childcare
Centre Review**

Prepared by



Date of Report:	24.08.2024- 25.08.2024
Locations:	Point Resolution Childcare centre
Reviewers:	[REDACTED]
Legislation:	Education and Care Services National Law Education and Care Services National Regulations

Introduction

The site review was conducted to primarily establish what Point Resolutions Childcare Centre requires overall to ensure the service is operating in alignment with legislative obligations and industry standards and give an indication on identified issues/improvements that require attention and the associated cost.

Review Methodology

The review was conducted outside of operating hours (during the weekend) to prevent any disruption to staff and daily operations. This comprehensive inspection covered all aspects of the premises, including systems, policies, procedures, and the currency and implementation of governance and compliance processes. Compliance checklists and photographs were used to document findings, ensuring alignment with relevant legislative requirements.

This thorough approach allowed for a detailed and accurate review. However, since the audit was conducted out of hours without staff present, we recommend an additional visit with the Nominated Supervisor and staff. This follow-up would allow us to observe practices in action and provide an opportunity for the Nominated Supervisor to locate documents and demonstrate or explain the processes in place.

Summary of Key Findings

Point Resolution Childcare is a 26-place childcare service catering for children aged 0–5 yrs with one shared indoor play area and one shared outdoor play area, children's bathroom and nappy change room, shared cot and sleep room, staff bathroom, kitchen, open team room, small planning nook, office, admin/ reception and foyer space. The service is currently operating on average 87% utilisation per week. The stable utilisation rate is a testament to the trust families place in the service, which highlights the potential for significant improvement with targeted support and leadership.

Overall, we have identified 18 potential offences (multiple occurrences under each offence) against the National Child Care Law and Regulations WA. If left unactioned these offences will likely result in official enforcement from the Education and Care Regulatory Unit, some of which hold monetary penalties for the AP, NS and individual staff. It is the responsibility of the Approved Provider (City of Nedlands) to ensure the service complies with legislative requirements.

Governance and leadership, Premise management, Health, Safety & Wellbeing, and Resourcing (Capex and Opex) are the main areas of concern.

Governance and leadership

It is evident that there are no clear or consistent systems and processes in place to guide service practices or ensure compliance. The service lacks effective management and leadership. Policies and procedures are not readily available to staff and families. Although SharePoint is used to store documents electronically, they are difficult to locate, and multiple, inconsistently controlled versions create confusion, even for management. Not all staff have access to these documents, and it is clear from the service's standards that they are not being followed.

Furthermore, approximately 80% of the policies and procedures have not been reviewed since 2022. A current Quality Improvement Plan (QIP) was neither found on-site nor electronically. There is no evidence of an effective self-assessment or quality improvement process in place. The service currently employs four long-term permanent staff, with regular reliance on agency and casual staff to meet staffing requirements. The admin staff and manager share the responsibility of daily cooking for the children. Notably, an agency staff member is listed as the Educational Leader. These staffing arrangements suggest a potential negative culture within the service, likely stemming from the absence of effective management and leadership.

Premise management

The premises did not present an aesthetically pleasing environment upon arrival. The overall presentation was poor, with excessive clutter, food left on the floor from the previous day, and food splatters on the meals area walls. The floors have built-up grime, and the carpets are dirty and emit a musty odour. Additionally, excessive outdated information is on display, it was immediately evident the premise requires significant maintenance, repair and in some areas replacement (major and minor). Current processes are confusing or non-existent, and it is evident that the maintenance register has not been maintained, leading to the deterioration of the premises and building.

Health & Safety

The service documentation currently in place does not align with the requirements of WA Childcare Laws and Regulations, particularly concerning Health and Safety Policies and Procedures. Examples of non-compliance include incomplete risk assessments, medical management plans, and communication plans. There are no established processes to ensure that staff are aware of or understand the requirements for individual children, as mandated by the regulations.

While some cleaning and safety checklists were located, the overall lack of cleanliness and organisation throughout the service suggests that health and safety policies and procedures are not being followed, and the required standards are not being met. This non-compliance with regulatory standards poses significant risks to the health and safety of both children and staff.

Resourcing

The centre currently lacks sufficient quality children's furniture and resources, both indoors and outdoors, as required by WA Childcare Laws and Regulations. While staff are making the best use of the available resources, these resources are neither sufficient in quantity nor quality, and they are not developmentally appropriate or in good repair. The over-reliance on donated items, such as trucks and cars, further limits the diversity of play experiences available to the children.

The outdoor play space does not meet the standards required by WA Childcare Laws and Regulations. The area is

worn and unkempt, with sand having spread across the grassed areas, leaving only a small section at the back of the yard with any grass growth. Outdoor play spaces must be well-maintained, safe, and provide a variety of natural elements to support children's physical development and well-being. The current condition of the outdoor area falls short of these standards, limiting the quality of play and learning opportunities for the children.

Additionally, staff furniture, equipment, and resources are also not in good repair, requiring cleaning, repair, replacement, or upgrading. The current state of these materials does not meet the regulatory standards necessary to ensure a safe, engaging, and developmentally appropriate environment for children and staff.

Refer to:

1. Appendix A. Table contains further detail on identified issues
2. Appendix B. Costing summary
3. Appendix C. Highlighted Summary of Offences under the National Law
4. Appendix D. Findings Report which contains photo images require rectifying (separate attachment)

Appendix A

Governance & Leadership		
Identified Issue	Comments	Related Offence
<p>Documentation on SharePoint – governance files, filing systems, access Controls Handling & Storage of Client & Staff Documentation</p>	<ul style="list-style-type: none"> • Competitors’ intellectual property stored from PRCC online files. • Full review & cleanup of SharePoint systematic systems, naming convention, throughout • Sighted multiple double up P&P not up to date • No registers for training, mandatory training, staff qualification/certificate expiry register. • Staff confidential records left easily accessible to all staff. • Implement induction resources, tools, and guides • staff training for PP, online systems, internal day to day systems, • create checklist to complete all daily tasks in a manual or booklet. • Remove the clipboard and loose papers system. 	<p>Fail to ensure nominated supervisor meets prescribed minimum requirements Section 161A</p> <p>Fail to display prescribed information Section 172 Regulation 173</p> <p>Policies and procedures in place (Regulation 168) \$1,100</p> <p>Prescribed enrolment and other documents</p>
<p>Prescribed Information Displayed</p>	<ul style="list-style-type: none"> • Not current or up to date. Items pulled down and not rectified and replaced on display. • Identified in ECRU spot visit [REDACTED] 	<p>to be kept by approved provider (Regulation 177) \$2,200</p> <p>Storage of records and other documents</p>

<p>Nominated Supervisor & Staff Employment & Legislation Obligations</p>	<ul style="list-style-type: none"> • NQAITs Portal- reporting, correspondence & compliance • Evidential the understanding of Nominated Supervisor needs support 	<p>(Regulation 183) Law and regulations to be available (Regulation 185)</p> <p>Compliance directions Section 176</p> <p>Fail to keep enrolment and other documents Section 175</p>
<p>Handling & Storage of Client & Staff Documentation</p>	<ul style="list-style-type: none"> • Confidentiality & Privacy: Storage and filing (online and hard copies). • Evidence that privacy and confidentiality training is required for the leadership team • Staff training on copy right, confidentiality & Privacy obligations • External Audit and tidy up of electronic files Organisation • Staff risk of privacy and confidentiality breach. • Staff online access checked • No second line auditing is in place. 	<p>Confidentiality of records kept by approved provider (Regulation 181) \$2,200</p>
<p>Staff Induction, Mandatory Training and all other training</p>	<ul style="list-style-type: none"> • Training register was not located requires a register that clearly shows the staff training status • No evidence of resources, tools, or guides used to conduct inductions • Staff culture requires work in Safety, compliance & professional conduct. • Outsource: Development of induction resources kit and registers • Outsource outstanding training 	<p>Awareness of child protection law (Regulation 84) \$1,100</p>

	<ul style="list-style-type: none"> • Purchase Membership to ECA or similar to access training 	
Staff personnel files	<ul style="list-style-type: none"> • Files require attention. staff are missing signed inductions evidence of training, qualifications and certification. • Mandatory training register not able to locate 	
NQAITS Portal-reporting, correspondence & compliance	Oversight of the incident reporting is required to ensure reportable incidents are being reported.	
General organisation of the Service	Evident support guidance and leadership is lacking. The service is in disarray	
Archiving old children's files.	<ul style="list-style-type: none"> • No evidence of implemented processes for archiving old children's files. • Unable to locate previous children who attended 	
Privacy & Confidentiality understanding & obligations are non-compliant	<ul style="list-style-type: none"> • Training and demonstration of understanding is lacking staff are putting themselves and organisation at risk of privacy and confidentiality breach. 	
QIP not sighted	Quality Improvement Plans not available on site, or easily located on system.	Quality Improvement Plans (Regulation 55)

<p>Accounts administration and Managing payments</p>	<ul style="list-style-type: none"> • Procedures are not being followed, • Outstanding accounts no evidence procedure is followed. • Accounts left in significant arrears without action (\$9,000+) 	
<p>Childcare Software Management systems is not being utilised to its full capacity.</p>	<ul style="list-style-type: none"> • Only utilising sign in/out and Incidents. • The transition requires a project plan to implement XPLORE. • enable good governance on children's programming. 	
<p>Staffing Arrangements</p>	<ul style="list-style-type: none"> • Evident agency staff usage needs to reduce employ permanent casuals. • Full review of qualified staff to be conducted. High Risk <p>Further review to be conducted including use of agency staff, rostering compliance, recruitment, onboarding induction, training, succession, qualification compliance register, check criteria and cross reference with appointed staff.</p>	<p>Awareness of child protection law (Regulation 84) \$1,100</p> <p>Educational leader (Regulation 118)</p>

Premise		
Identified Issue	Comments	Related Offence
Mould, moisture & water damage Rusted Poles, gutters, fences, soffits/eaves metal fixtures	<p>Refer to Appendix B</p> <ul style="list-style-type: none"> Overall, not in good repair, Broken resources and equipment & Rubbish inappropriately stored. Melted bluetac through the service, Musky smell throughout - consistent on all 4 site visits Disorganised, unprofessional Rugs and carpets are stained and warn out Door dirty handles rusted/corroding indoor and outdoor Dirty cluttered & untidy in all areas Gaps, holes and wood revealed/ damaged on window frames, corners of walls. Door frames Yard upgrade including to include fixed structure sandpit retaining boarder new sand, grass to be replacement, bike track created with a full track, leveling yard, filling holes and gaps to remove trip hazards, removal or relocation of tyres High pressure clean walls, paving, fences Windows cleaned Upkeep of a maintenance schedule highly recommended Sighted Spiders with egg sack under unused pot. Replace carpet and professional heavy due clean throughout entire centre. 	<p>Health and hygiene practices and safe food practices (Regulation 77) \$2,200</p> <p>Ventilation and natural light (Regulation 110)</p>
Flooring & Carpet		
Flooring and carpets		
Bathroom, flooring, basins, cupboard shelving & Toilets etc. - Not in Good repair		
Internal and External walls not in good repair		
Doors and door frames not in good repair		
Outdoor landscaping is not in good repair		
Pest control		

Health & Safety		
Identified Issue	Comments	Related Offence
<p>All Risk assessments not completed, current or accessible</p> <p>Risk Assessments</p>	<ul style="list-style-type: none"> • Risk Assessments (Sleeping) don't include information in all different age groups not current, not readily available to access for staff • Overall Presentation of the Service is well below best practice. • Inadequate Health Hygiene practices, Cleaners cannot carry out their job well due to state of centre • Staff training & Accountability Leadership training • Redefine centre expectations and staff obligations cleaning. • Centre had food scraps left in meals area- evident no cleaning took place after mealtime 	<p>Health & hygiene practices and safe food practices non compliances identified Regulation 77 \$2200</p> <p>Emergency and evacuation procedures (Regulation 97) \$2,200</p> <p>Risk assessment for purposes of sleep and rest policies and procedures (Regulation 84C) \$2,200</p>

Resources		
Identified Issue	Comments	Related Offence
<p>Children's Resources & Equipment</p>	<p>See Appendix B</p> <ul style="list-style-type: none"> • At least 60% of the resources are, broken, outdated (pre-owned/donated), not age appropriate don't align with best practices. • Resources non-compliant • All licenced and non-licenced spaces require new equipment and resources upgrade. • The premise looks very un-pleasing on arrival due to aged & limited resources. • Broken buckets and equipment in use by staff and children, stationary items files clipboards are falling apart. • All indoor mats require professional cleaning or replacing. • Tables and chairs are dirty • Tables and shelving exposed wood/ chipped laminate at meals 	<p>Premises, furniture and equipment to be safe, clean and in good repair (Regulation 103) \$2,200</p> <p>Access to sufficient furniture, materials and developmentally appropriate equipment (Regulation 105)</p>

	<ul style="list-style-type: none">• Books ripped and falling apart displayed and stored. <p>The overall upkeep is dismal, and it is evident everywhere you look.</p>	
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Appendix B

Overview of recommended work and estimated costs			
	Internal or external engagement	Estimated cost to rectify	
Premise management			
Building repairs and maintenance	External	\$40,000	Price for visible issues only. Recommend having a building inspection for full scope of works required.
Yard upgrade	External	\$125,000	Option to refresh existing will be a smaller cost in the short term however will be a continual cost to maintain.
Extend building or demountable type room to add separate staff room	External		Obtain quote
Replace flooring	External		Obtain quote
Health & Safety			
Deep clean - interior	External	\$10,000	
Deep clean - exterior	External	\$10,000	
Deep clean - kitchen	External	\$2,000	
Deep clean of furniture and resources (paid out of hours working bee or outsource)	Internal/ external	\$2,000	
Disposal of broken and worn furniture and equipment	Internal/ External	\$1,500	
Governance and Leadership			
Consistent systems and processes established and implemented	External		
A thorough audit of all documentation, information, and resources	External		
Archiving and disposal of old records	External	\$15,000	
Remove all posters, documents, and information throughout service, redisplaying only current/ required documents	External		
Recruitment	Internal	\$2,000	
Staff training/ reinduction with consistent processes	External/ CON	\$10,000	
Access to online training eg ECA	External	\$1,000	
or			
Engage management company to see site over	External		Obtain quote
Resourcing			
Disposal of all broken and worn resources	Internal/ External	\$1,000	
Full resource injection (children's play equipment)	Internal	\$50,000	
Replacement of broken and non-compliant furniture and fittings	Internal	\$10,000	
Staff resources - industry information, stationary	Internal	\$2,500	
Team room renew	Internal	\$3,000	
		Total - \$285,000	

Appendix C – SUMMARY OF OFFENCES UNDER THE NATIONAL LAW

Offence	Reference	Approved provider	Nominated supervisor	Family day care educator	Inf-Engagement notice	Staff member	Maximum penalty
Provide an education and care service without service approval	Section 163	✓					\$1,000
Provide a family day care service from a place that is not a residence or approved venue, unless otherwise permitted	Section 163A	✓					\$1,000
Advertise a service without service approval	Section 164	✓					\$1,000
Operate a service without nominated supervisor	Section 165	✓					\$1,000
Fail to ensure nominated supervisor meets prescribed minimum requirements	Section 165A	✓					\$1,000
Operate a service without responsible person present (centre based service only)	Section 165B	✓					\$1,000
Fail to employ or engage the prescribed minimum number of co-educators (family day care service only - see Staffing Arrangements in Operational Requirements)	Section 165C	✓					\$1,000
Fail to provide support to family day care educators	Section 165D	✓					\$1,000
Education and care at a family day care service not to be provided by persons other than a family day care educator, except as prescribed in regulation	Section 165E	✓					\$1,000
Inadequate supervision	Section 165F	✓	✓	✓	✓	✓	\$1,000
Inappropriate discipline	Section 165G	✓	✓	✓	✓	✓	\$1,000
Fail to protect children from harm and hazards	Section 165H	✓	✓	✓	✓	✓	\$1,000
Fail to provide required programs	Section 165I	✓	✓	✓	✓	✓	\$1,000
Fail to meet minimum staffing requirements, including ratios and qualifications	Section 165J	✓	✓	✓	✓	✓	\$1,000
Allow unauthorised persons to remain on premises	Section 165K	✓	✓	✓	✓	✓	\$1,000
Fail to comply with direction to exclude inappropriate persons	Section 165L	✓	✓	✓	✓	✓	\$1,000

Offence	Reference	Approved provider	Nominated supervisor	Family day care educator	Staff member	Inf-Engagement notice	Maximum penalty
Fail to display prescribed information	Section 171	✓					\$1,000
Fail to notify circumstances to the regulatory authority	Section 173	✓				✓	\$1,000
Fail to notify information to the regulatory authority	Section 174	✓				✓	\$1,000
Fail to notify information to the approved provider (family day care educator)	Section 174A	✓				✓	\$1,000
Fail to keep enrolment and other documents	Section 175	✓		✓			\$1,000
Compliance directions	Section 176	✓				✓	\$1,000
Engage person to whom prohibition notice applies	Section 188	✓					\$1,000
False or misleading information about prohibition notice	Section 188A		✓	✓	✓	✓	\$1,000
Obstruct an authorised officer	Section 192		✓	✓	✓	✓	\$1,000
Fail to assist an authorised officer	Section 198		✓	✓	✓	✓	\$1,000
Destroy or damage notices or documents	Section 209		✓	✓	✓	✓	\$1,000
Impersonate an authorised officer	Section 210		✓	✓	✓	✓	\$1,000
Fail to comply with notice or requirement	Section 212		✓	✓	✓	✓	\$1,000
Hinder or obstruct regulatory authority	Section 217		✓	✓	✓	✓	\$1,000
Register of family day care educators	Section 219	✓					\$1,000

Offence	Approved provider	Nominated supervisor	Family day care educator	Inf-Engagement notice	Staff member	Maximum penalty
Violence or other communication equipment (Regulation 162)	✓	✓	✓	✓	✓	\$1,000
Children leaving the education and care service premises (Regulation 163)	✓	✓	✓	✓	✓	\$1,000
Risk assessment must be completed before service (Regulation 164)	✓	✓	✓	✓	✓	\$1,000
Accreditation for resources (Regulation 165)	✓	✓	✓	✓	✓	\$1,000
Risk assessment for the presence of safe arrival of children and educators (Regulation 166A)	✓	✓	✓	✓	✓	\$1,000
Transport risk assessment must be completed before service (Regulation 166B)	✓	✓	✓	✓	✓	\$1,000
Authorisation for service to transport children (Regulation 166C)	✓	✓	✓	✓	✓	\$1,000
Accounting for children embarking a means of transport for regular transportation and meeting record (Regulation 167)	✓	✓	✓	✓	✓	\$1,000
Accounting for children disembarking a means of transport for regular transportation and meeting record (Regulation 167A)	✓	✓	✓	✓	✓	\$1,000
Firearms, knives and equipment to be safe, clean and in good repair (Regulation 167B)	✓	✓	✓	✓	✓	\$1,000
Firearms - equipment (Regulation 167C)	✓	✓	✓	✓	✓	\$1,000
Access to sufficient kitchen, individual and (where necessary) appropriate equipment (Regulation 167D)	✓	✓	✓	✓	✓	\$1,000
Laundry and hygiene facilities (Regulation 167E)	✓	✓	✓	✓	✓	\$1,000
Space requirements - indoor (Regulation 167F)	✓	✓	✓	✓	✓	\$1,000
Space requirements - outdoor (Regulation 167G)	✓	✓	✓	✓	✓	\$1,000
Sanitation and natural light (Regulation 167H)	✓	✓	✓	✓	✓	\$1,000
Administrative space (Regulation 167I)	✓	✓	✓	✓	✓	\$1,000
Storage change facilities (Regulation 167J)	✓	✓	✓	✓	✓	\$1,000
Outdoor space - natural environment (Regulation 167K)	✓	✓	✓	✓	✓	\$1,000
Outdoor space - shade (Regulation 167L)	✓	✓	✓	✓	✓	\$1,000
Provision designed to facilitate supervision (Regulation 167M)	✓	✓	✓	✓	✓	\$1,000
Accessories to family day care residences and approved venues (Regulation 167N)	✓	✓	✓	✓	✓	\$1,000
Compliance with hearing requirements for hearing aids of family day care residences and approved venues (Regulation 167O)	✓	✓	✓	✓	✓	\$1,000
Liability (Regulation 167P)	✓	✓	✓	✓	✓	\$1,000
Educational leader (Regulation 167Q)	✓	✓	✓	✓	✓	\$1,000

Offence	Approved provider	Nominated supervisor	Family day care educator	Inf-Engagement notice	Compliance direction	Maximum penalty
Quality Improvement Plans (Regulation 17)	✓				✓	\$1,200
Offences in relation to giving false or misleading statements about ratings (Regulation 7)	✓					\$2,200
Location of principal office of a family day care service (17A)	✓					\$2,200
Record of child assessments or evaluations for delivery of education program (Regulation 7A)	✓				✓	
Information about education program to be kept available (Regulation 7B)	✓				✓	
Health and hygiene practices and safe food practices (Regulation 77)	✓	✓	✓	✓	✓	\$1,200
Access to safe drinking water and regular food and beverages (Regulation 78)	✓	✓	✓	✓	✓	\$1,200
Service providing food and beverages (Regulation 79)	✓	✓	✓	✓	✓	\$1,200
Weekly menus (Regulation 80)	✓	✓	✓	✓	✓	\$1,000
Tobacco, drug and alcohol free environment (Regulation 81)	✓	✓	✓	✓	✓	\$1,200
Staff members not to be affected by alcohol or drugs (Regulation 81)	✓	✓	✓	✓	✓	\$1,200
Awareness of child protection law (Regulation 82)	✓	✓	✓	✓	✓	\$1,000
Sleep and rest (Regulation 84A)	✓	✓	✓	✓	✓	\$1,000
Risk assessments for purposes of sleep and rest policies and procedures (Regulation 84C)	✓	✓	✓	✓	✓	\$1,200
Prohibition of bassinets (Regulation 84D)	✓	✓	✓	✓	✓	\$1,200
Notification to parents of incident, injury, trauma and illness (Regulation 86)	✓	✓	✓	✓	✓	\$1,200
Infectious diseases (Regulation 88)	✓	✓	✓	✓	✓	\$1,200
First aid kits (Regulation 89)	✓	✓	✓	✓	✓	\$1,200
Medical conditions policy to be provided to parents (Regulation 91)	✓	✓	✓	✓	✓	\$1,200
Administration of medication (Regulation 93)	✓	✓	✓	✓	✓	\$1,200
Written notice about medication administered to a child (Regulation 93)	✓	✓	✓	✓	✓	\$1,000
Emergency and evacuation procedures (Regulation 93)	✓	✓	✓	✓	✓	\$1,200

Offence	Approved provider	Nominated supervisor	Family day care educator	Inf-Engagement notice	Compliance direction	Maximum penalty
Family day care educator to be at least 18 years old (Regulation 10)	✓					\$1,000
Educators who are under 18 to be supervised (Regulation 10)	✓					\$1,000
First aid qualification requirements (Regulation 10A)	✓					\$1,200
Minimum requirements for a family day care educator (Regulation 10A)	✓					\$1,200
Ongoing management of family day care educators (Regulation 10B)	✓					\$1,200
Restrictions in grounds (Regulation 10B)	✓					\$1,000
Access for parents (Regulation 10C)	✓	✓	✓	✓	✓	\$1,000
Residents at family day care residence and family day care educator residents to be fit and proper persons (Regulation 10D)	✓	✓	✓	✓	✓	\$1,000
Requirement for notice of new persons at residence (Regulation 10E)	✓	✓	✓	✓	✓	\$1,200
Children not to be alone with visitors (Regulation 10E)	✓	✓	✓	✓	✓	\$1,000
Policies and procedures in place (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Additional policies and procedures for family day care (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Policies and procedures to be followed (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Policies and procedures to be available (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Notification of change to policies and procedures (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Display of prescribed information (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Prescribed enrolment and other documents to be kept by approved provider (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Prescribed enrolment and other records to be kept by family day care educator (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Confidentiality of records kept by approved provider (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Confidentiality of records kept by family day care educator (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Storage of records and other documents (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Law and regulations to be available (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
Prescribed form of identity card (Regulation 10F)	✓	✓	✓	✓	✓	\$1,000
False or misleading documents (Regulation 10F)	✓	✓	✓	✓	✓	\$1,200
Working with vulnerable people registration (Tasmania) (Regulation 10A)	✓	✓	✓	✓	✓	\$1,200

Appendix D

Separate attachment – photo report

Disclaimer

This report has been prepared by [redacted] for informational purposes only. The information, analyses, and opinions contained in this report are based on sources believed to be reliable and accurate at the time of preparation. However, [redacted] makes no representation or warranty, express or implied, as to the accuracy, completeness, or correctness of the information contained herein.

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