



NEW Training for Managers

The **new QUEST 1 online training** is designed for managers who oversee children's programs. It allows them to develop, adopt, and measure, the effectiveness of child-focused policies.

QUEST 1 Guide to Policies and Procedures has **86 updated or new policies** to support healthy child development, including sections on:

1. Interactions

Hiring policies, training criteria, leader behaviour, parent communication, inclusion

2. Supervision and Safety

Emergency management, child abuse/injury/illness prevention and reporting, child supervision, transportation

3. Program Characteristics and Supports

Program planning, transitions, evaluations

4. Administrative Practices

Tracking, reports, awareness



Managers can use this Guide along with our assessment Tool to evaluate their policies and procedures, identify gaps and gauge the effectiveness of implementation by front line staff.

The **new QUEST 1 Tool** is based on the **Guide to Policies and Procedures** and includes 86 updated quality indicators.



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Key QUEST 1 Sample Policies

- ★ Safe Arrival Procedures
- ★ Lock-Down Procedures
- ★ Photography of Children
- ★ Bullying Prevention, Intervention and Conflict Resolution Strategies
- ★ Systems to Minimize Risk for Individuals with Severe Allergies
- ★ Leader Contact with Parents/Legal Guardians/Caregivers
- ★ Diversity, Access and Equity Awareness
- ★ Search and Response Procedures When a Child Goes Missing
- ★ Transportation of Children Using Public Transit/Chartered Buses



“QUEST 1 was a great asset to me. It helped me gain a better understanding of how we assess our policies and procedures and what key elements our organization is missing. Once I took the training I felt much more confident in my own abilities to complete our QUEST 1 assessments. This training is essential to understand and utilize this tool to its full potential.”

*Jennifer McPetrie
Recreation Supervisor, Town of Milton*



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