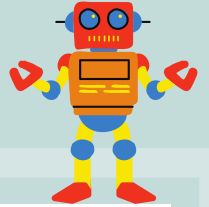




Toy Library



Terms & Conditions



No children or non-team members to enter the Toy Library without prior permission from Little Wonders Management.

Sign in sheet must be used on every visit.

Hands must be sanitised on entry & exit

Hand Wash & Toilet - A sink can be found near the toilets across the central parking area.

Toy Library loans are to be returned within 24-72 hours of casual placements & events where possible.

All loans are to be returned to their correct locations and/or containers in the Toy Library by the borrower. Alternatively the return fee starts from \$38.50+GST.

If an item is broken or missing pieces - please complete "Damaged Item Report" and place in the Damaged Items Return box.

Has it been touched? Yes? Then it must be cleaned -sidenote- therefore items from sensory, science and cooking must be loaned in measured quantities in ready made kits or via the Toy Librarian.

Everything must be sanitized on return. Disinfectant wipes over hard surfaces, disinfectant spray on soft surfaces used but not soiled.

Anything with wheels - the wheels must be wiped down AND thoroughly dried before putting away.

Any used linens and soiled soft toys need to be washed and air dried (not put in the dryer).

Batteries MUST be removed from battery operated items before being put away.

USE the step ladder for anything above chest height.

Always use safe lifting and manual handling procedure's for all movements on site.

Rubbish bins are to be emptied on departure if they are known to contain something compostable.

Anything marked in the silver category is reserved for wedding and function use only. For example cushions, rugs, teepees, ottomans, etc. (usually located in large rear shelf or on the tops of shelves)

A deep clean is undertaken every 3 months.

Fridges are for use by Management, storage of sensory supplies and filtered water only.

