

THE NURTURE NOOK

Summer 2018 Edition



- Immunisation changes from 1 January 2018
- Childcare Subsidy changes coming in July 2018
- 2018 ACA NSW Professional Development
- Meet the ACA NSW Member Support Staff
- IECS 2018

ACA NSW Contact Details

Ph: 1300 556 330

Fax: 1300 557 228

nsw@childcarealliance.org.au

www.nsw.childcarealliance.org.au

Address:

PO Box 660 Parramatta NSW 2124



www.facebook.com/ChildCareNSW



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www.linkedin.com/company/child-care-new-south-wales



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Treasurer: Mark Wharton

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Business Manager: Nicola Haslegrave

Administrative Coordinator: Tania Spies

Member Support Officer: Donna Wehbe

Member Support Officer: Sarah Rodrigues

PRESIDENT'S WELCOME

It is with pleasure that I welcome you to the first 2018 edition of the new look Nurture Nook publication of the Australian Childcare Alliance (ACA) NSW.

As I reflect on 2017, the ACA NSW Executive Committee is proud to finalise and establish our sector's very own Workers Compensation Insurance Scheme with our long-time partner, Guild Insurance. The Guild Early Learning (GEL) is now the only non-government workers compensation offering and competes very attractively against the NSW Government GEL has attracted far more policy-holders than originally anticipated in its first six months. We are very excited in anticipation in how GEL will modernise how workplace injuries and workers compensation will be treated in a preventative manner via its joint committee of skilled insurance and childcare operation experts.



As many of you would know, Kool Kids Training College (RTO 40636) and ACA NSW have announced a strategic alliance and agreed on the brand Early Education and Care College (powered by Kool Kids Training College). For too long the sector in NSW has been poorly serviced for centre based training in CHC30113 Certificate III in Early Childhood Education and Care and CHC50113 Diploma of Early Childhood Education and Care. To have our own training college for the members with guidance and support from specialists and backed up by the team here at ACA NSW is a great step forward.

The 2017 year can also be characterised with significant challenges for ACA NSW members and the childcare sector. Your NSW Executive Committee has engaged with Federal and NSW Governments, parliamentarians, regulators and the sector in resolving and overcoming a range of issues, both inherited and new. They include:

- Unintended consequences of the new/updated regulations effective 1 October 2017
- The unintended failures of the new State Environmental Planning Policy (Educational Establishments and Child Care Facilities)
- Addressing Family Day Care fraud
- The bureaucratic process of harmonising approved provider details with Federal and State Departments of Education the Start Strong and Universal Access program
- Mandatory Reporting, Child Protection and the new Child SAFE programme
- The Adult Migration Education Programme funding
- The extension of Regulation 242 to 31 December 2019
- The Fair Work Commission (FWC) proposal to convert casuals to part/full-time staff after 12 months
- The FWC Equal Remuneration Order (ERO) and the unions' push to increase wages by 39%-72%
- The Modern Awards Review
- The Jobs for Families Package passed through the Federal Parliament
- The proposed Teacher Accreditation Authority via NESA (formerly BOSTES)
- New immunisation regulations starting 1 January 2018
- The three illegal industrial stoppages
- The flawed Enhanced Approval process
- The "extension" of the LDCPDP funding
- The proposed Mandatory Eligibility Criteria for OSHC service providers

The two biggest issues – oversupply and over-regulation, are problems that have plagued our sector even as early as 2012. I am pleased to report that ACA NSW is arguably now the first and most overt peak body to tackle them. We make no apologies in assertively bringing governments and regulators to take some responsibilities for their policy failures. But we are also working with them to develop solutions to the sector's problems, despite the resistance ACA NSW has experienced. Nevertheless, we continue committed and undeterred.

ACA NSW has also introduced a series of reforms which are bearing fruit for its members. They include:

- The new trial of a leasing contract negotiator and advisor
- Revamped Retreat Weekends
- Communications via SMS messages for urgent issues
- The reintroduction of at least 20 Network Meetings each year
- A new trial to recruit Early Childhood Teachers from overseas to address the current domestic labour shortages
- The public listing of all Executive Committee meetings and standing invitation to all members to attend to achieve transparency
- The successful completion of the biggest changes to the ACA NSW Constitution in years
- Introduction of Out-of-School-Hours-Care services as members
- Expansion of member benefits eg:
 - 100+ templates of policies/checklists/forms/correspondences
 - updating 80+ legacy template policies/checklists/forms/correspondences from 2015 to 2017
- Introduction of webinars and videos-on-demand platform
- Weekly invitation of members to rate interaction with ACA NSW
- Video communications from me and fellow members of the NSW Executive Committee
- Dispute resolution services (with an escalation path via the Office of the NSW Small Business Commissioner)

And after an almost 5-year absence, we are particularly proud that in 2017 we have reintroduced Early Childhood Education Week (formerly known as Childcare Week). Not only did we receive almost 200 nominations and participant childcare services, we are also extremely delighted to have hosted the Early Childhood Education Week Awards Celebration Night on 28 October 2017 at the Shangri-La Hotel. Almost 400 attended that evening, along with sector and political leaders, restoring the event to again be the biggest awards event and platform in New South Wales.

Another significant feature of 2017 is the establishment of the Annual Survey of Early Learning and Childcare Services. Receiving participation from 892 approved service providers, directors and nominated supervisors, who operate over 1,700 services, ACA NSW's Annual Survey is now the largest survey of its kind in New South Wales, and arguably of any Australian state and territory. 36.24% were not-for-profit/community-based, and 44.17% were privately/family-owned services but not publicly-listed. This Annual Survey is and will continue to be a key tool in ACA NSW's engagement with legislators and policymakers.

And particular thanks to Karthika Viknarasah, ACA NSW will be hosting a brand new annual conference in April 2018 – the International Early Childhood Symposium (IECS)! To be held at the new and prestigious International Convention Centre, Sydney, we anticipate the participation of about 500 delegates, plus sponsors, suppliers as well as government ministers and political leaders. What makes the IECS unique is that this is not a gathering where attendees passively listen to "experts". Instead, we will have a large number of guest speakers from across Australia and around the world who will share their unique stories of passion, creativity and innovation in Early Childhood Education. From educators who are on the floor, to directors who have shown leadership and innovation in their own centres and community to activists who have created changes in government policies, this is a unique event that will inspire and energise all who are involved.

I would like to take this opportunity to thank all the members of the ACA NSW Executive Team (A Team of Volunteers) for their dedication over the past twelve months working to achieve better outcomes for the members of the ACA NSW.

I trust that members will appreciate that the ACA NSW Executive Committee has served its members faithfully and effectively to the best of its abilities. It has been a privilege and an honour to be your ACA NSW President.

Lyn Connolly



As we stand facing what will be a pivotal year for the childcare sector, I am always cognisant that I stand on the shoulders of others who have served and fought for the members of the Australian Childcare Alliance (ACA) NSW.

I am also very indebted to ACA NSW's new staff, namely Donna Wehbe, Sarah Rodrigues, Tania Spies and Nicola Haslegrave.

Despite not originating from the sector, 2017 figuratively speaking, has been a baptism by fire in dealing with legacy and new challenges faced by childcare approved providers. They particularly include childcare oversupply, state vs federal planning systems or lack thereof, the unintended consequences of new/updated regulations, the unions' continuing push for a 39%-72% wage increase at the Fair Work Commission, three illegal industrial stoppages, new immunisation reform, the Enhanced Approval Process, Regulation 242, the

substantive differences in NSW regulations compared to other states, the restoration of those rated "Working Towards" with respect to the Adult Migration Education Programme funding, the "extension" of the LDCPDP funding, and input into the Review of the Modern Awards.

With the support of the ACA NSW Executive Committee, we have implemented a number of changes in respect to member and non-member engagement by way of Network Meetings, the creation of webinars and videos-on-demand to provide professional development recognising that it is a crowded market and the expiry of the Long Day Care Professional Development Programme fund, the expansion of our e-communications platform through the additions of Member Alerts, Red Alerts, and SMS-based messages.

The members also voted for changes to the ACA NSW's Constitution at the Special General Meeting last year. The key changes being the expansion of membership catchment, the removal of restrictions to the association's income sources, the streamlining of the nominations for Executive Committee Members, clarification of the delegation of Executive Committee's powers, use of technology for Executive Committee Meetings, General Meetings, Special General Meetings and Annual General Meetings.

In 2018, one of the biggest issues which approved providers will face will be the introduction and impact of the Federal Government's Jobs for Families package and the new Child Care Subsidies (replacing CCB and CCR) effective 2 July 2018. Especially as Australians are being more acutely aware of cost-of-living issues, this will be a significant change for NSW families, their children and approved providers both favourably and unfavourably.

Lastly, I would like to acknowledge the determined and unrelenting efforts of our NSW President, Lyn Connolly, and her NSW Executive Committee. It continues to be a privilege to work closely with them and appreciate their significant contributions to ACA NSW, our members, our national body and to the early childhood sector.

Chiang Lim

Announcements

ARE YOUR POLICIES UP-TO-DATE?

The Education and Care Services National Regulations stipulate that every early childhood education and care service in Australia must have policies and procedures. It is important that the quality practices of early childhood education and care services are supported by policies that are relevant, accurate and reflect the latest sector information and service philosophy. A comprehensive set of policies, tailored to your service's unique circumstances, will help you meet the requirements of the National Quality Standards and help your service run smoothly.

ACA NSW has a series of Policy Templates available to members to help guide you through the policy development process. These policy templates are regularly updated. We advise our Members of any updates via our Weekly Update member emails, so if you are a Member, please ensure you are reading these regularly. Alternatively, the list includes a date reference indicating when the policy was last reviewed / updated. As an example, we have recently updated our Immunisation Policy, Sleep and Rest Policy and Sun Protection Policy.

If you are not yet an ACA NSW member, please visit the 'Membership' menu on the ACA NSW website to read more about the resources that are available and how to subscribe.

**Are you receiving our Weekly Newsletters?
Contact our office for assistance**



Changes to the National Quality Framework

The Australian, state and territory education Ministers agreed to changes to the National Quality Framework (NQF).

Changes to the law and regulations were introduced on 1 October 2017 (except in Western Australia) to ensure quality education and care in Australia continues to improve under the NQF in the most efficient and effective way.

Legislative changes:

- **1 October 2017** – National Law and Regulations changes commenced in all states and territories, except Western Australia. In WA changes will commence by 1 October 2018 to allow for the legislation to pass through that parliament.
- **1 February 2018** – Revised National Quality Standard (NQS) commences in all states and territories, including Western Australia.



Are you Receiving ACECQA Newsletters and EC Extra?

We strongly encourage all members to sign up to receive two important newsletters that are regularly circulated via email.

1. To sign up for the email newsletters from the Australian Children's Education and Care Quality Authority (ACECQA), please visit <http://acecqa.gov.au/Subscribe.aspx>
2. To sign up for the email newsletters from the NSW Early Childhood Education and Care Directorate, please visit <http://bit.ly/1QOitBV>.



Immunisation Changes

From 1 January 2018, directors of centres cannot enrol a child unless the parent/guardian has provided an approved immunisation form that shows that the child:

- is fully immunised for their age, or
- has a medical reason not to be vaccinated, or
- is on a recognised catch-up schedule if the child has fallen behind with their immunisations.

These changes have been made to strengthen vaccination enrolment requirements in child care. In particular, they will:

- send a strong public health message about the importance of vaccination
- reinforce for the broader community the overwhelming scientific evidence that vaccination is safe and highly effective in preventing disease
- help reduce the transmission of disease in certain geographical areas.

The changes will also align with national changes under the Australian Government's **No Jab No Pay** initiative that removed the conscientious objection exemption in determining eligibility for child care and family assistance payments.

Vaccination is not compulsory and parents will continue to have the choice whether or not to vaccinate their child. However, conscientious objectors will no longer be able to enrol their children in child care and will need to make alternative arrangements.

These changes to the Public Health Act 2010 will remind parents about the importance of timely vaccination and help to reduce the risk of children contracting potentially deadly diseases such as whooping cough and meningococcal disease. Children who were enrolled

prior to 1 January 2018 will not be affected by the changed requirements, that is, for children enrolled in 2017 to continue child care in 2018 parents may continue to submit any one of the four existing forms

- **AIR Immunisation History Statement (sample)**
- **AIR Immunisation Medical Exemption Form**
- **AIR Immunisation History Form**
- **Interim Vaccination Objection Form**

New offences have been created to ensure that principals only enrol children for whom the appropriate forms have been provided, and that these forms have not been forged or falsified, with fines up to \$5,500.

This is in addition to the current regulatory activities undertaken by the Department of Education under the Education and Care Services National Law and Regulations.

To support compliance:

- an Immunisation Enrolment Toolkit for Early Childhood Education and Care Services has been finalised and is available on the NSW Health website at www.health.nsw.gov.au/immunisation/Pages/immunisation-enrolment-toolkit.aspx. Copies will be distributed to all ECECS in NSW in the coming weeks
- the Childcare and Pre-school Entry and Immunisation brochure for parents has been updated and is available at www.health.nsw.gov.au/immunisation/Pages/parent-childcare-brochure.aspx. 10 copies of the brochure will be included with each Toolkit sent to ECECS and the brochure is being translated into 26 community languages
- an updated Immunisation Register Template (along with detailed Questions and Answers) is available at www.health.nsw.gov.au/immunisation/Pages/vaccination_enrolment.aspx

ACA NSW Membership offers access to Policy updates and ongoing support.



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International Early Childhood Symposium

20th-22nd April 2018
ICC, Sydney, Australia

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IECS 2018

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The Australian Childcare Alliance New South Wales (ACA NSW) is proud to present the 2018 International Early Childhood Symposium (IECS 2018) from the 20th-22nd April 2018 in Sydney, NSW, Australia.

ACANSW is proud to present a first of its kind forum incorporating Australian and international perspectives on Early Childhood Education and Care. The IECS will be an engaging forum for discussions, speakers, workshops and advocacy for Early Childhood Education.

Innovation and Celebration will be the key themes of this ultimate Early Childhood Conference as we celebrate all aspects of Early Childhood. All your favourite speakers under one roof! The best value Conference in Australia

The Conference Information

Early bird closes 28 th Feb ---> **\$800**

Normal Price \$1000

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New Child Care Package

Information resources for providers

The New Child Care Package

Starts 2 July 2018



A range of information resources, including videos, presentations and factsheets, are available to assist providers in understanding the details of the New Child Care Package

Estimating Child Care Subsidy

A Family Child Care Subsidy Estimator is available to make it easy for families to get an idea of what their new subsidy might be under the New Child Care Package.

The estimator is user-friendly and only takes a few minutes to fill out.

New business support tools and resources

Child Care Services Business Support Resource:

Child care services can use these new business support tools and resources to review their operations, and to identify possible changes they may want to make in response to the greater flexibility that will be allowed from 2 July 2018 under the New Child Care Package.

The suite of business support resources include key financial and business planning tools and

resources that will be useful for all care types and service types.

This resource includes information on the new child care arrangements that come into effect from 2 July 2018, and some ideas services may want to consider in the lead up to the changes, particularly in responding to the greater operational flexibility that will be allowed.

Scenario Analysis and Budgeting Tools: Services can use these tools to understand how certain factors may impact their financial results. There are three different scenario analysis tools; a simple tool, and two detailed tools; one for small to medium services and another for large services.

Resources

<https://www.education.gov.au/sites/education/files/chcare/est/index.html>

<https://www.education.gov.au/new-child-care-package-information-resources-providers>

<https://www.education.gov.au/new-business-support-tools-and-resources-child-care-services>

Key changes for service

Increased flexibility

The package removes requirements for **hours of operation** per day or days per week. From July 2018, services will be required to operate for a minimum of 48 weeks per year, or 7 weeks per year if the service only provides outside school hours care, with the number of hours of care provided per day, or days per week, a matter for the child care provider to determine.

Streamlined process

The package changes the current **approval process** for child care services and introduces requirements that more clearly focus on the approval of providers to administer subsidies in respect of the services they operate. This aligns more closely with the approach taken in the *Education and Care Services National Law Act 2010*, and National Quality Framework requirements.

Strengthened compliance

The package also introduces a series of **new obligations on services** to comply with the Family Assistance Law and a number of key changes support a strengthened compliance framework to protect payment integrity. A range of new obligations will apply, including:

- the ability for the Department of Education and Training to reassess a service approval at any time
- an improved approval process as a result of changes to eligibility criteria
- a requirement for an approved provider to report educator 'Working with Children Check' details
- a 28-day limit on backdating children's attendance records
- the ability for the Minister to make legislative instruments to place a pause on child care service applications, in defined circumstances.

New IT system

A new IT system will support the major changes to the child care package and will positively impact child care services, families and all levels of government with streamlined processes, reduced administrative and regulatory burden and increased information sharing.

Transition

The Government recognises that the transition from the existing child care system to a new package will be a significant change for Australian families.

Under the new package, existing child care payments will be replaced with the Child Care Subsidy and Additional Child Care Subsidy. Families and services will have time to adjust to the new model and we are working towards a seamless introduction of new systems and arrangements.

All families who use, or need to use, child care in the future will be kept informed of the progress of the changes and given timely information on how they may be affected.

Centrelink will contact families directly to provide information on current entitlements and how they may change under new arrangements. This may include asking families for additional information, to ensure that they move onto the new payment system smoothly.



Meet our Member Support Officers



Please tell us a little bit about yourself?

My name is Sarah and I came to Australia 12.5 years ago from America. I went to the University of New England, got my Bachelors in Teaching and began working in childcare. I have over 8 years' experience working with children of all ages in various positions, working my way up from an untrained staff member to a director of a large service.

I have been married to my husband Michael for 7 years; we do not have children yet although we hope to in the future. I have a passion for education and children, singing, creativity and going to church. I love living in Australia and I currently reside in the Hills District Sydney. I have been working for Australian Childcare Alliance NSW since April 2017; which means my 1 year anniversary is coming up!!

What do you love most about being a Member Support Officer?

I love speaking with the members on the phone and building relationships with them. I enjoy learning about the services and trying to help them with their difficult dilemmas. I also love supporting our members to get answers to their issues as quickly as possible, drawing upon my knowledge and experience to deliver efficient and accurate information. I have built some great relationships with many members and it just makes my position even more rewarding and enjoyable!



Please tell us a little bit about yourself?

I have 8 years' experience working in Early Childhood Education and Care, working with children ranging from ages 6 weeks to 6 years. I entered the industry through a cert 3 traineeship, completing my course through correspondence, then completing my Diploma in Early Childhood Education and Care several years later. I worked my way up to nominated supervisor, then a centre director for two well-established long day care centres.

I am very familiar with long day care services and staffing requirements, having led teams and also working as an educator myself. Over the years, my wealth of knowledge, understanding and experience of Early Childhood Education and Care, the National Quality Standards (NQS) and the Early Years Learning Framework (EYLF) have broadened. At the Australian Childcare Alliance (ACA) NSW office, I now put my accumulated expertise and knowledge of the legislation and regulations to good use for the benefit of all ACA NSW members.

What do you love most about being a Member Support Officer?

Working at Australian Childcare Alliance NSW (ACA NSW) has already broadened my knowledge immensely compared to my previous knowledge of the sector. There are many issues I was never aware of prior to my experiences here. The last 10 months has been very productive, assisting with continuous support to the members and also the NSW Executive Committee and CEO working on key projects. I am able to assist our members in queries, questions and concerns and helping to resolve any issues they face. It is rewarding knowing that I am able to ensure that our members receive the best possible customer service and support available.

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CCS Meetings

The new 2018 Child Care Package will come into effect on 01 July 2018. Throughout February we have 3 meetings scheduled in NSW with a presentation and Q&A session with the Department of Education Officials.

Monday, 19 February 2018

Blacktown Clovel Childcare & Early Learning Centre - 32 Kent Street, BLACKTOWN

Wednesday, 21 February 2018

Wollongong – Balgownie Early Learning Centre, 4 Margaret St, BALGOWNIE.



Australian Childcare Alliance
New South Wales

ACA NSW Bus Tours



Our first bus tour of the year will be held Saturday 24 February 2018. We will visit four of our member services, all rated as 'Exceeding' the National Quality Standard.

Our second bus tour of the year will be held Saturday 1 September 2018.

Office of the Children's' Guardian workshop

An interactive workshop to assist participants in developing and implementing effective and practical child safe policies and procedures in the workplace will take place on the 7th March 2018 at our ACA NSW Parramatta office.

Industry Network Evening



 Australian Childcare Alliance
New South Wales

in partnership with **childcare concepts**

Industry Network Evening

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location research. Talking on supply
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www.childcareconcepts.com.au www.nsw.childcarealliance.org.au

Please see our website (in particular the Events tab) for a full list of our professional development options for 2018, including workshops, webinars, online training, bus tours, and the IECS.

www.nsw.childcarealliance.org.au/events



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Language development in children

0-8 years By Raising Children Network

Language development in children is amazing, and it's a development that many parents really look forward to. The secret to helping your child learn language is very simple: talk together lots and listen lots.

Language development in children: what you need to know

Language development is a critical part of your child's overall development. It supports your child's ability to communicate, and express and understand feelings. It also supports thinking and problem-solving, and developing and maintaining relationships. Learning to understand, use and enjoy language is the critical first step in literacy, and the basis for learning to read and write.

In their first 12 months, babies develop many of the foundations that underpin speech and language development. And they keep developing language skills at an amazing rate in the first three years of life.

How to encourage your child's early language development

The best way to encourage your child's speech and language development is to do lots of talking together about things that interest your child. It's all about following your child's lead as he shows you what he's interested in by waving, pointing, babbling or using words.

Talking with your child

Talk to your baby and treat her as a talker, beginning in her first year. When you finish talking, give her a turn and wait for her to respond – she will! And when your child starts babbling, copy your baby and babble back. You'll probably find that she babbles back to you again. This keeps the talking going and is great fun.

Responding to your child

As your baby grows up and starts to use gestures, you can respond to his attempts to communicate. For example, if your child shakes his head, respond as if he's saying 'No'. If he points to a toy, respond as if your child is saying, 'Can I have that?' or 'I like that'.

When your child starts using words, you can repeat and build on what your child says. For example, if she says, 'Apple,' you can say, 'You want a red apple?' When you tune in and respond to your child, it encourages him to communicate. You'll be amazed at how much he has to say, even before his words develop.

Everyday communication

Talking about what's happening in your daily life together is a great way to increase the number of words your child hears. You can talk about things that make sense to her, like what she's seeing or doing – the key is to use lots of different words and in different contexts. For example, you can talk to your child about an orange tree and about cutting up an orange for lunch. This helps your child learn the meaning and function of words in her world.

It doesn't matter if your child doesn't understand, because his understanding will grow as he develops.

From the time your child starts telling stories, encourage her to ***talk about things in the past and in the future.*** For example, at the end of the day, you could talk about plans for the next day, by making a shopping list together or deciding what to take on a visit to grandma. Or when you come home from an outing together, you could talk about it.

Reading with your baby

Read and share lots of books with your child, and read more complex books as he grows. Reading lets your child hear words in different contexts, which helps him learn the meaning and function of words.

Linking what's in the book to what's happening in your child's life is a good way to get your child talking. You can also encourage talking by chatting about interesting pictures in the books you read with your child.



Language development in children

When you read aloud with your child, you can point to words as you say them. This shows your child the link between written and spoken words, and helps her learn that words are distinct parts of language. These are important concepts for **developing literacy**.

Your local library is a great source of new books. If your family speaks two languages, you can encourage your child's language development in both languages – for example, English and Spanish. Bilingual children can achieve language development milestones at a similar rate to children who speak one language.

Language development: the first eight years

Here are just a few of the important things your child might achieve in language development between three months and eight years.

3-12 months

In this period, your baby will most likely coo and laugh, play with sounds and begin to communicate with gestures like waving. Babbling is an important developmental stage during the first year.

Babbling is often followed by the 'jargon phase' where your child might sound like he's talking or having a conversation. At this stage, though, this 'speech' doesn't mean anything. First words often start by around 12 months.

You might hear babbling, jargon and new words together as your child gets closer to saying her first words.

If your baby isn't babbling and isn't using gestures by 12 months, talk to your GP or child and family health nurse or another health professional.

12-18 months

At this age, children often say their first words with meaning. For example, when your child says 'Dada', he's calling for his dad. In the next few months, your baby will keep adding more words to his vocabulary. He can understand more than he can say and can follow simple instructions too. For example, your baby can understand you when you say 'No' – although he won't always obey!

18 months to 2 years

In her second year, your toddler's vocabulary has grown and she'll start to put two words together into short 'sentences'. She'll understand much of what you say to her, and you can understand what she says to you (most of the time!). Language development varies hugely, but if your baby doesn't have some words by around 18 months, talk to your GP or child and family health nurse or another health professional.

2-3 years

Your child can speak in longer, more complex sentences now, and is getting better at saying words correctly. He might play and talk at the same time. Strangers can probably understand most of what he says by the time he's three.

3-5 years

You can expect longer, more abstract and more complex conversations now. For example, your child might say things like, 'Will I grow into a watermelon because I swallowed the watermelon seed?'

Your child will probably also want to talk about a wide range of topics, and her vocabulary will keep growing. She might show that she understands the basic rules of grammar, as she experiments with more complex sentences that have words like 'because', 'if', 'so' or 'when'. And you can look forward to some entertaining stories too.

5-8 years

During the early school years, your child will learn more words and start to understand how the sounds within language work together. He'll also become a better storyteller, as he learns to put words together in different ways and build different types of sentences. These skills also let him share ideas and opinions. By eight years, he'll be able to have adult-like conversations



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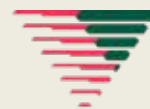
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KINDERGARTEN EMERGENCY MANAGEMENT PACKAGE

Supporting NSW Childcare centers with their **safety measures**



Evacuation Diagram



Emergency Management Plan



Flip Chart



PACKAGE PRICING

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Bushfire preparedness and the National Law



The National Law requires early childhood education services to ensure that every reasonable precaution is taken to protect children from any harm or hazard likely to cause injury, including bush fires.

Preparing for bush fire conditions and responding appropriately during periods of high fire danger or local bush fire activity

Regulations 97 and 168(2)(e) of the Education and Care Services National Regulations require an approved provider of an education and care service to have an emergency and evacuation policy and procedure which includes the following information:

- Risk assessment to identify the potential emergencies relevant to the service
- Instructions for what must be done in the event of any emergency
- Emergency and evacuation procedures and a floor plan

Services in or near bush fire prone areas are encouraged to complete the NSW Rural Fire Service Bush Fire Response Procedure. www.rfs.nsw.gov.au



The procedure should identify key actions including:

- Prevention measures before and during the bush fire season
- Response measures during a bush fire hazard or bush fire emergency situation
- Recovery measures to support the return of services and routines.

To be prepared, services in bush fire prone areas should:

- Ensure that emergency procedures are regularly practised with staff members and volunteers of the service and children being cared for by the service.
- Prepare specific bush fire response procedures.

Things for early childhood services to consider

What are your onsite and offsite evacuation procedures?

Services should identify offsite evacuation sites not in the immediate vicinity of their service.

What assistance do you need to evacuate the children in your care?

If any of your children or staff have special needs or require assistance to evacuate, arrangements should be in place to ensure this assistance can be provided during an emergency.

If you do evacuate, how will parents know where to find their children?

Services should retain access to parent/carer contact information when they evacuate and ensure parents/carers know what the evacuation procedures are in advance of any emergency.

What facilities are available at your pre-identified evacuation sites?

How will you ensure that children are only released to persons authorised to collect them?
If it's not safe to evacuate, are you equipped to shelter-in-place at your usual location?

What mechanisms do you have in place to ensure the transfer of real-time information, such as weather forecasts, bush fire activity, site closures, and emergency operations?

Services should have arrangements in place to receive and share appropriate information and advice that will assist staff to respond appropriately.

In an emergency call Triple Zero (000)

NSW Rural Fire Service Headquarters

Article metadata

CHILDS PLAY & ACTIVITY CORNER

Mini pita pizzas

Who doesn't love pizza? With these healthy, high fibre pizzas you can indulge - without feeling even the slightest bit guilty. Feta, char-grilled capsicum and tomato load them with a family-friendly yet gourmet taste, but you can easily modify flavours if needed. Easy, tasty and healthy? Brilliant!



Ingredients

- 4 small wholemeal pita bread
- 180g tomato-based pasta sauce
- 4 medium tomato, thinly sliced
- 1 medium onion, halved, thinly sliced
- 2tsp MasterFoods Herbs and Spices Italian Herbs
- 150g char-grilled red capsicum, thinly sliced
- 100g feta cheese, crumbled
- 12 individual black olives in brine, pitted
- 4 sprig fresh rosemary

Method

1. Preheat oven to 200°C.
2. Place the pita breads onto a baking tray. Spread tomato pasta sauce over the base of each pita. Arrange your tomato slices and onion on top and sprinkle with dried herbs.
3. Add capsicum and sprinkle with feta. Season to taste with salt and pepper, then add olives and rosemary.
4. Bake in preheated oven for 15-20 minutes or until golden and cooked.

Egg carton Very Hungry Caterpillar

This simple Book Week craft activity is a great one for toddlers. Just cut them a row of egg cups from the carton and let them loose with the paints. You can then use it as a prop while you're reading Eric Carle's classic, *The Very Hungry Caterpillar*

What you need

- 1 x row of egg cups from an egg carton
- red paint
- green paint
- 2 x googly craft eyes
- 1 x small piece black pipe cleaner glue

Activity

Cut a row of six egg cups from the carton. Trim and tidy the cups using a craft knife so you get a nice caterpillar shape. Now let your toddler loose with green paint for the body and red paint for the head. Glue on the googly eyes. Now pierce two holes in the top of the caterpillar's head. Form a small piece of pipe cleaner into a 'V' shape and thread it through the holes, so it pokes up as antennae. All done!



ACA NSW CALENDAR

2018 Calendar



1300 556 330 | www.childcarealliance.org.au

ACA NSW is excited to introduce a fun and exciting competition running from January 2018 through to September 2018.

For every month we have selected one day to encourage fun and learning through group participation

Best entry wins a prize and will qualify as a finalist in the ACA NSW Calendar Incentive category, to be presented at the Early Childhood Education Week Gala night on 27 October 2018

25 Jan - Aussie Cozzie Day

Feeling mischievous? Aussie Cozzie Day gives you an excuse to get out your swimming costumes, splash your friends and have some fun with water based activities. Don't forget to be sun safe!

14 Feb - Valentine's Day

February is the month of love, Valentine's Day and also home to Heart Kids Sweetheart Day. Support Heart Kids on 14th February 2018 and get together to help fund vital support and life-changing medical research into childhood heart disease.

2 March - World Wildlife Day

The World is full of amazing creatures from every possible medium. World Wildlife Day is a day to remind us of our responsibilities to our world; and the lifeforms we share it with.

3 April - International Children's Book Day

Since 1967, on or around Hans Christian Andersen's birthday, 2 April, International Children's Book Day (ICBD) is celebrated to inspire a love of reading and to call attention to children's books.

18 May - Walk safely to school Day

Now in its 19th year, National Walk Safely to School Day (WSTSD) is an annual event when all children will be encouraged to walk and commute safely to school. It is a Community Event seeking to promote Road Safety, Health and the Environment.

21 June - World Music Day

Also known as the 'Fête de la Musique'. The festival has become an international phenomenon, celebrated on the same day in more than 700 cities in 120 countries, bringing people from all over to rejoice and celebrate everything music. Have your own mini music festival, celebrate all things musical or even create some music of your own

10 July - Teddy Bear Picnic day

It's a wonderful day for a stroll in the woods! Grab your favourite stuffed toy, a hamper of goodies, and set off for Teddy Bear Picnic Day! Why not arrange an outing with friends and family, or even your own garden and enjoy the summer sun, fun and games, with your favourite toys.

3 Aug - Munch & Move day

Munch & Move is NSW Health initiative that supports the healthy development of children birth to 5 years by promoting physical activity, healthy eating and reduced small screen time. Make something healthy to eat and have the children help, implement a fun, play-based approach to supporting healthy eating and physical activity habits in young children.

19 Sept - Cupcakes 4 A Cure

Support childhood cancer research.

Sell your fresh baked cupcakes at a morning or afternoon tea at your school, workplace or just between friends to raise funds for the bold research needed to find better treatments and ultimately a cure for childhood cancer. As a Cupcakes 4 A Cure host, you will receive a pack including fundraising tips, collection box, poster and balloons to help promote your day.

How to Enter: We want to know how you spent the day. Take some photos and send your best pic with a 300 max word description of the activities your service participated in. Send your e-mail to nsw@childcarealliance.org.au. **Monthly winners will be contacted via phone at the end of each month.**

Food & Health

The Importance of Introducing a Wide Variety of Foods at a Young Age



AS parents of young ones, it's easy to get caught up in the rush of daily life and routine, especially when it comes to grocery shopping and meal prepping. There's no doubt you want the best for your child so they'll grow up happy and healthy. Meal-times with small children are fun, sometimes challenging, and the perfect time to test out new foods with them.

Food diversity plays a major role in proper nutrition and development. While it's great to encourage your child to eat foods you know they like, offering new options on the regular ensures they get nutritional benefits from a variety of sources.

According to the 2011-12 National Nutrition and Physical Activity Survey, the dietary habits of most children older than two do not meet recommended guidelines for adequate intake of vegetables, legumes, fruit, dairy, lean protein, and grains.

For children age 4-11 Nutrition Australia recommends a daily intake of:

- Vegetables & Legumes – 4-5 standard serves
- Fruits – 1-2 standard serves
- Grains & Cereal – 4-5 standard serves
- Meats, Fish, Eggs, Nuts & Seeds – 1 ½ – 2 ½ standard serves
- Dairy – 1 ½ – 2 ½ standard serves

At a very young age, it's best to discuss with your paediatrician which foods to give and when. They can guide you through what's best for your child and answer any specific questions you have. When the child is ready, it's important to introduce new foods one-at-a-time to gauge their response to the taste as well as watch for dietary reactions.

Try serving the food more than once or twice to be sure they don't care for it and remember that tastes change over time. They may really dislike peas now and then love them in five years.

There is some recent evidence that early exposure to certain foods may reduce the likelihood of allergic reaction to those foods. It seems that exposure to eggs in the first year can lower the risk of allergic reaction for high risk children and the same appears to be true for peanuts. Always follow the counsel of your doctor and take their guidance on what to feed a child in their first two years of age.

Of course, no parent ever wants to discover their child is allergic to anything, but by offering new things in a controlled environment at home, you can identify potential food sensitivities at an early age and be aware of any special diet needs your child has.

Another benefit of diet variety early in life is that children learn how to have a positive attitude toward food, which can help them significantly later in life. Now more than ever, there is reason to believe that diet plays a pivotal role in disease prevention, healthy lifestyle, and overall lifespan.

Moreover, viewing food as a source of nourishment, vitality, and sustenance discourages negative associations with food that could cause problems at a later age.

Overcoming Picky Eating

If you don't have a picky eater then you probably know someone that does. Introducing new dishes is a common challenge with younger kids and it can take time to find new things they like. Rest assured, there are ways to discourage fear and stubbornness while encouraging them to eat a variety of different foods.

Start by establishing family time and sharing meals together as a group. Allow your child to see you and other members of the household enjoying the different aspects of the meal. Such an example appeals to a child's natural desire for inclusion and acceptance and may encourage participation in eating the new food.

When your child shows an unwillingness to take a taste test, one way you can involve them in the introduction of new foods is through preparation and cooking. Let them join you in the kitchen and help with washing vegetables, adding ingredients, and stirring things together.

Explain the process each step of the way and allow your child to smell the ingredients as they go in and observe the way the dish is cooked and served. By involving them in creating the meal, they become familiarised with the food being offered and excited to try it out.

If you notice your child is developing an inclination for tastes and nothing else, it might be time to try some new ways to offer foods they've had before. Instead of steaming or boiling vegetables, try stir frying them or adding them into stuffing and casseroles.

Lean meats might taste boring on their own but could be much more palatable in a meatloaf, pot pie, or stew. Some children dislike the texture of beans, legumes, and other vegetables – try blending or pureeing them into soup, mashed potatoes, or dips. When offering the new food, ask them to agree to try it one time and then be understanding about their response.

This way, your child trusts that you will listen to their feedback and you can reasonably expect them to give most foods a chance. Inevitably, you'll find at least a few new things you and your child can agree on.

Centre sale to childcare corporate group exceeds client's asking price by 30%



Have you thought about selling to a large childcare group?

Tossing up about the value of using an experienced childcare broker? John, Managing Director of a group of five centres did and Childcare Concepts far exceeded his expectations.

This family owned and operated group of centres with over 20 years of servicing their local communities recently worked with leading childcare brokerage service, Childcare Concepts to gain a result that exceeded expectations!

In order to consolidate the group's offerings and provide the highest standard of quality care it was decided to sell one centre that was outside the group's core catchment area to improve efficiencies and level of service to current families. With this in mind John approached a leading childcare corporate to seek a realistic offer but with limited success. To

maximise return John approached Phillip Malek of Childcare Concepts to seek his advice on price and contract time given Phillip's extensive experience in selling to large corporate groups.

Phillip was able to review the Centre's Profit and Loss and financial position to maximise the Centre's saleability and negotiate with not only one large corporate but two leading childcare corporate groups.

Through Phillip's guidance and expert negotiations during the negotiation period over several months with two interested parties John was able to gain a selling price that far exceeded his expectations.

Contact Childcare Concepts and ask us about:

- Free centre appraisals
- How we can exceed your asking price
- Our latest listings including freehold, leasehold and greenfield sites in NSW & QLD
- Location sourcing and development approvals
- Our extensive purchaser networks and marketing campaigns
- Regular Childcare Business Matters workshops.

Talk to Phillip Malek today for a confidential discussion about selling your centre and exceeding your expectations.

childcare
concepts

For further information contact Phillip Malek:

☎ 0423 754 855

✉ phillip@childcareconcepts.com.au

🌐 childcareconcepts.com.au



Branding is everything to a business, especially for one as important and as competitive as running a child care centre.

It is what people use to identify your business and its ethos. However, there is so much more to your brand than the sign out the front, your logo or your website. Many business owners forget that one of the biggest elements of your brand and what it represents is actually your staff. For this reason, I have put together my top three reasons as to why staff uniforms are necessary for any childcare centre that is serious about their community image.

Why Staff Uniforms are Important in a Child Care Centre:

Professional Standard

In a nutshell, they make your educators stand out from the crowd, whether it's while a member of your staff is waiting in the line at Woolies or in the centre itself.

Uniforms can improve your centre's brand identity and can even work as a free advertising technique. If you add your brand name or logo to the uniform, then it will act as a moving advertisement since not only your customers but also the common public will know about your business whenever they see your employees.

They also set a professional standard of dress and remove any "grey" areas as to what is and what is not appropriate attire whilst working in your child care centre.

Unity and Equality

When educators and centre staff wear the clothes regardless of position or financial status, they feel a sense of unity and equality. Clothing can be a key differentiator of social class, which can create tension and jealousy in your workplace – directly influencing the vibe of your childcare centre that welcomes children and their parents.

Removing this can contribute to healthier co-worker relationships and a better workplace environment.

Parent Relationships

Enter any busy childcare centre and you will see that educators and staff are always engaged in and playing with the children at the facility. Whilst this is ideal, it can make spotting a member of staff challenging when they are wearing "every day" clothing. Uniforms make identifying staff members simple and can lead to increased parent satisfaction in your centre.

Phillip Malek



Why maximum term contracts may still bring exposure to unfair dismissal

By Australian Business Lawyers & Advisors on 11th Jan 2018

A recent Fair Work Commission decision has important and broad-ranging implications for the use of maximum term contracts in all industry sectors.

Maximum term employment contracts are a common means of hiring an employee for a specified period, rather than as a permanent employee. They're useful for hiring staff for a project or a season, or to replace other staff that is on long term secondment, or on long term leave. But now, how employers and employees use these contracts has been turned on its head.

A Full Bench of the Fair Work Commission (FWC) has upheld an appeal in an unfair dismissal matter that has broad ranging implications for the use of maximum term contracts in all industries.

As a result of the decision, employers cannot assume that allowing a maximum term contract to simply "expire" will prevent an employee from making a successful unfair dismissal claim.

What is a 'maximum term contract'?

The phrase 'maximum term contract' refers to a contract made between an employer and employee for

a stated period (e.g. 12 months), but which allows the employer to terminate the employment with notice before the fixed period expires.

Important note: Maximum term contracts are referred to as "Contract of Employment – Not True Fixed Term" on the HR Advance platform. We are currently revising the contract in light of the decision, which will go live early in 2018.

Up until now, it has been widely accepted that if a maximum term contract is not renewed, the employee is not entitled to take an unfair dismissal action because the cessation of the employment has not been caused by a termination at the initiative of the employer (e.g. the contract simply reached its "end date").

For this reason, until December 2017, employers who ended an employee's employment upon the expiry of a maximum term contract were not considered to have "dismissed" an employee and did not face unfair dismissal exposure.

Contracts - Unfair Dismissal

FWC changes the game

In *Khayam v Navitas English Pty Ltd* [2017] FWC 5162, a 2-1 majority of the FWC held that allowing a maximum term contract to expire does not exempt an employer from an unfair dismissal claim.



Instead, employers should use the following five points to assess whether an employee could potentially bring an unfair dismissal claim after their maximum term contract has expired:

1. Determine whether the employment relationship has ceased, not just the employment contract.
2. In the circumstance where an employee does not voluntarily agree to the termination, the FWC will focus on whether an action on the part of the employer was the principal contributing factor which results in the termination of the employment.
3. Even if the parties have agreed in advance to terminate the employment on a particular date, this does not exclude the possibility that the termination of the employment relationship occurred at the initiative of the employer.
4. Where the terms of a maximum term contract reflect a genuine agreement on the part of both parties that the employment relationship will not continue after a specified date, then, unless there is a 'vitiating factor' (see below), the employment relationship will not have been terminated by the employer, but by the agreement of the parties. Only in these cases will the employer be exempted from an unfair dismissal claim.

Employers may also wish to consider whether a different form of fixed term contract better suits their business' needs.

The changes in this area of law are likely to see some near-term pain for some employers. Should you be considering ceasing the employment of any employees who are engaged on maximum term contracts, it is important to seek advice specific to your circumstances.

5. In some cases, even if there is an agreement to terminate the relationship on a particular date, an unfair dismissal claim is still available to an employee where one or more of the following vitiating factors apply:

- (a) the contract is entered into as a result of misrepresentations, misleading conduct, duress, coercion or some other unconscionable conduct
- (b) the contract is illegal or is entered into for the purpose of avoiding the unfair dismissal laws
- (c) the contract has been varied, replaced or abandoned following some further agreement between the parties
- (d) the contract does not represent all the terms of the relationship between the parties
- (e) the employer has done or said something during the employment relationship (such as representing to the employee that the employment would continue subject to conduct and performance regardless of a contractual time limit on employment) which would prevent the employer from being able to rely on the terms of the actual contract as to whether the employment relationship has been terminated; or
- (f) the contract is inconsistent with provisions of an award or enterprise agreement which regulate the employment.

What does this decision mean for my business?

The first step is to determine whether you engage employees on maximum term contracts.

If the answer to this question is yes, a number of follow up questions arise:

1. Are you intending to renew the contract?
2. If not, do the current employment arrangements fall within the category of contracts that are exempt from unfair dismissal laws?
3. Do any of the 'vitiating factors' cited by the Commission at point 5 above apply? In particular, why was a maximum term contract entered into? Was it to avoid unfair dismissal liability?
4. If there is a prospect that the unfair dismissal laws apply to your maximum term engagement, what performance, conduct or organisational reasons justify not renewing the contract? Have these matters been raised with the relevant employees?

Notice Board

E-mail us at
nsw@childcarealliance.org.au
if you would like to place an
advertisement for next Nurture
Nook edition!

ACA NSW CALENDAR 2018

Jan-18

Executive Meeting	16-Jan-18
Ozzie Cozzie Day	25-Jan-18

Feb-18

Valentines Day - wear red	14-Feb-18
2018 CCS Changes meeting (Blacktown)	19-Feb-18
2018 CCS Changes meeting (Wollongong)	21-Feb-18
Wheels on the Bus Tour	24-Feb-18
Executive Meeting	26-Feb-18

Mar-18

World Wildlife Day	2-Mar-18
Network Meeting	5-Mar-18
Office of the Children of the Guardian	7-Mar-18
Industry Network Evening	14-Mar-18
Network Meeting	19-Mar-18
Executive Meeting	26-Mar-18

Apr-18

International Childrens Book Day	3-Apr-18
Network Meeting	9-Apr-18
IEC Symposium	20-22 April 2018
Network Meeting	23-Apr-18
Executive Meeting	30-Apr-18

May-18

Network Meeting	7-May-18
Walk Safely To School Day	18-May-18
Network Meeting	21-May-18
Executive Meeting	28-May-18

Jun-18

Network Meeting	4-Jun-18
Network Meeting	18-Jun-18
World Music Day	21-Jun-18
Executive Meeting	25-Jun-18

Jul-18

Network Meeting	9-Jul-18
Teddy Bear Picnic Day	10-Jul-18
Network Meeting	23-Jul-18
Early Education Week	23-27 Jul 2018
Executive Meeting	30-Jul-18

Aug-18

Munch & Move Day	3-Aug-18
Network Meeting	6-Aug-18
Network Meeting	20-Aug-18
Executive Meeting	27-Aug-18

Sep-18

Wheels on the Bus Tour	1-Sep-18
Network Meeting	3-Sep-18
New Owners Night	12-Sep-18
Network Meeting	17-Sep-18
Cupcake 4 A cure	19-Sep-18
Executive Meeting	24-Sep-18

Oct-18

Network Meeting	8-Oct-18
Network Meeting	22-Oct-18
ECEW Gala Evening	27-Oct-18
Executive Meeting	29-Oct-18

Nov-18

Network Meeting	5-Nov-18
Network Meeting	19-Nov-18
Executive Meeting	28-Nov-18
ACA NSW AGM	TBC

Dec-18

Christmas	25-Dec-18
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Australian Childcare Alliance
New South Wales



Member Classic
\$420.00 ex GST



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\$420.00 ex GST

Top Reasons to be a Member

1. Advocacy & Lobbying

The Australian Childcare Alliance (ACA) NSW takes a proactive role in policy matters as well as public and political advocacy. We have made and presented submissions to the Federal and NSW Parliaments and Governments, ACCC, Productivity Commission, Fair Work Commission on sector matters, and collaborate with other peak bodies where the impact of government proposals would have an overall adverse effect on our members and the early childhood education sector.

2. Industrial Representation

The ACA NSW is the only organisation that NSW centre providers can become a member of that will represent centre Providers in the Fair Work Commission (FWC). While we all would love to pay our wonderful educators more money, we all know that the parents would not be able to afford the fees necessary to cover the cost of huge pay rises. Currently United Voice and the Independent Education Union have a claim lodged in the FWC for pay rises in the order of 39%-72% for your educators. If your business would not be able to sustain pay rises of this magnitude, join ACA NSW now.

3. Member Support

Whether it is for help understanding the regulations, information on grants and funding programmes, staff issues, policy development, assessment & rating, general business advice, or dispute resolution, our Member Support Officers and staff have years of practical experience to share.

4. Modern Awards and Wage Rates

ACA NSW's Member Support Officers can assist members with information/clarification relating to the sector's Modern Awards as well as current wage rates as deemed by the Fair Work Commission.

5. Free Legal & Industrial Advice

Should you need specialist advice, members can access up to 15 minutes free legal advice as well as up to 45 minutes free industrial relations advice, with discounted rates applying thereafter.

6. Industry Publications

ACA NSW Members receive Nurture Nook and the Belonging magazines, respectively containing sector information and insights that cover early childhood education development, sector issues, future business forecasts, and special/relevant supplier-related offerings.

7. Free Policies

ACA NSW members can access the templates to all mandatory policies in order to achieve minimum compliance with Regulation 168. These policy templates are up-dated regularly to ensure they are best-of-class and reflect any changes made to relevant legislation and/or regulations

8. Member-only Access

ACA NSW Members are each issued their unique usernames and passwords so that they can access Members-Only information on ACA NSW's website.

9. Email & SMS Broadcasts

ACA NSW Members receive regular e-mail broadcasts including The Weekly Update, From the President and Member Alerts. Members will also receive Red Alerts by e-mail and SMS only when issues arise that are urgent and important for your attention.

10. Network Meetings

ACA NSW conducts a minimum of 20 Network Meetings per year where members are briefed on pressing issues of the day and forums for discussion are held. Network Meetings are also held on-line in interactive webinar format particularly for regional/rural members as well as those unable to attend daytime sessions.

11. Discounted Training & Events

ACA NSW members are offered discounted offerings to its professional development sessions and events. These include to key events including Early Childhood Education Week & Awards (formerly Childcare Week), NSW Annual Conference, Wheels on the Bus Tours, and New Owners and New Investors Briefing Nights.

12. Voting Rights

Under the ACA NSW Constitution, financial members under Member Classic and Member Plus have voting rights at Annual General Meetings, Special General Meetings and General Meetings, as requested by the ACA NSW Executive Committee.

13. Additional Policies, Forms & Documents

In addition to the Regulation 168 policy templates, ACA NSW's Member Plus offers access to over 150 template policies, agreements, HR forms and checklists that can be useful to your childcare service. These templates are updated by specialists, and reflect any changes to legislation and/or regulations. [Member Plus only]

For more information and membership enquiries, please call 1300 556 330,
e-mail to nsw@childcarealliance.org.au or visit www.nsw.childcarealliance.org.au.

The above are subject to the Constitution of the Australian Childcare Alliance NSW. Prices are correct as of 1 July 2017 and are for 12 months membership subscriptions. Any bank/financial fees and charges relating to the transaction will be passed on.

CODE OF ETHICS



For members of Australian Childcare Alliance New South Wales

As a member of Australian Childcare Alliance New South Wales, we will always ensure to act in a proper manner in our relationships with our children, families, employees, our fellow members and with the community.



- To provide a caring, well equipped environment where a child may develop physically, intellectually, emotionally, socially, and culturally
- To provide security and maintain privacy for families and children's confidential information, records, documents and programs
- To promote relationships with families of children enrolled at the service that welcome families' involvement and participation in the service
- To provide a safe and healthy work place, ensure correct entitlements are paid, respect the rights and dignity of employees and ensure equal opportunity for all parties
- To work continuously to improve employees' professional development, knowledge sharing and information exchange
- To acquaint employees with the Code of Ethics
- To maintain a high standard of professional conduct and service and to ensure continuing improvement of standards
- To respect other members' rights to compete in the market place
- To contribute to the development of positive community attitudes towards children's services and early childhood professionals by fulfilling its responsibilities to the communities which it serves, as well as the broader community of our society
- To work collaboratively with regulatory and other agencies to promote excellence and best practice within member services

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