

## Out-of-scope (licensed) services Networking meeting

### Communique I – October 2021

#### Attendees:

Chair	Vidhya Chelliah, Manager, Education and Care
Tracey Roberts and Sarah Bennett	Wombats Child Care Centre
Rachael Dobson	YMCA Launceston Pre-Kinder Play Centre
Michelle Mallett and Casey Reid-Staniek	Tasmanian Aboriginal Child Care Association (TACCA)
Lisa Coulson and Lisa Cripps	Aboriginal Children's Centre
Justin Abrahams and Samantha Sutcliffe	Bridgewater Police and Community Youth Club Outside School Hours Care (BPCYC)
Jenea Airey	Beehive Play Centre
Kathy Cripps and Courtney Hobbs	Lady Gowrie Frederick Street Child Centre
Marie Wilson and Janine Heath	Pilgrim Uniting Early Learning
Louise Adam and Di Aurik	Legana Play Centre
Jodi Geard and Lee Mundy	West Moonah Community Preschool
Peta Griffiths	Riana Early Learning Centre
Lyn Long	Possums Play Centre
Liz McNally	Department of Education (DoE)
Wendy Burgess	
Jane Jepson	

#### Apologies

David Morse, Lesley Harris and Lucy Brown	Kingston Child Care Centre
Natalia Clarke, Belinda Kelly and Sue Milbourne	Devonport Play Centre
Kate Lee	Midlands Rural and Remote Child Care services -Avoca and Cressy
Alice Parker	Beehive Play Centre
Tanya Greenwood and Mariah Terry	Fingal Valley Neighbourhood House Play Centre
Jemma Sullivan, and Maree Westergreen	Lady Gowrie Frederick Street Child Centre
Deborah Styles	YMCA Launceston Pre-Kinder Play Centre
Kath Shearer	Wombats Child Care Centre
Mel Knuckey	West Moonah Community Preschool
Annette Fuhr-Evitt and Matthew Bale	Tarremah Steiner School Early Childhood Centre
John Hudson	Riana Early Learning Centre
Eloise Crombie	Possums Play Centre
Julie Leitch	The Cottage School Pre-Kinder
Leonie McNair, Harriet Thyne and Alice Batten	The Launceston Preparatory School Early Learning Centre
Jacqueline King and Priscilla Pacey-Mayne	Grasshoppers Play Centre
Renee Holubnystchyi and Alice Wallen	Wanslea In Home Care Service - Tasmania
James Arnold and Donna House	Circular Head Christian School Early Learning Centre
Jennifer Heawood and Maree Milbourne	Brighton Play Centre

The ECU and representative from out of scope (licensed) services met in October 2021. The information below reflects the discussion and outcomes from the meeting:

## 1 ECU's role and responsibilities

The ECU is the Tasmanian Regulatory Authority for services approved to operate under the [National Quality Framework](#) (NQF) and services licensed under the [Tasmanian Child Care Act 2001 \(Child Care Act\)](#).

The ECU's main functions include;

- Strategic and operational support
- Licensing/[Assessment and Rating](#)
- [Monitoring, compliance and enforcement](#)
- Function Control Authority

## 2 ECU Stakeholder Reference Group (SRG) role

The [Education and Care Unit Stakeholder Reference Group \(ECU SRG\)](#) is a reference group that provides an opportunity for the ECU to engage with representatives from the sector.

SRG members provide expert advice to the ECU about the operation and context of services operating under the Child Care Act and the National Quality Framework across Tasmania on matters that are affecting educators, services, and communities.

SRG members assist in identifying emerging issues and opportunities that have the potential to affect the sector or outcomes for children.

SRG members consist of organisational members and individual members. The individual members include and out-of-scope (OOS) services member. Lyn Long from Possums Play Centre is the current OOS services member however is retiring in December 2021. Tracey Roberts from Wombats Child Care Centre will be the OOS services member moving forward. Details of [SRG members](#) can be found on the [ECU website](#).

Should you wish to raise any issues for consultation or have information provided to the ECU at SRG meetings, Tracey can be contacted on: [troberts4@iprimus.com.au](mailto:troberts4@iprimus.com.au)

An SRG [Communique](#) is developed after each meeting to share relevant points of discussion. This Communique is distributed via email to all providers and services within the Tasmanian education and care sector.

## 3 Licensing Officer's role

Jane Jepson is the ECU Licensing Officer. Jane is responsible for all licensed services state-wide. Her role consists of licensing, monitoring, and supporting services operating under the [Child Care Act](#).

There are different service types approved under the Child Care Act. These services may be provided by community-based or private providers and may be funded by the Australian or State Governments or operate without funding. Licensed services operate from a range of different building sites and locations and their operational hours and days vary.

Jane is based in the Hobart ECU office and contactable via email or phone to discuss any concerns and queries or listen to a good news story.

Jane Jepson:

Phone: 03 6165 5676

Email: [jane.jepson@education.tas.gov.au](mailto:jane.jepson@education.tas.gov.au)

The [Education and Care website](#) is a great place to keep up to date with relevant news and information and to access licensing forms, templates and resource documents.

#### 4 Licensed services overview

Licensed services are referred to as OOS services as they are regulated under [State legislation the Child Care Act \(Tasmania\) 2001](#), and do not fall within the scope of the NQF.

OOS services are issued with a licence that expires every 2 years, or under varying circumstances an interim licence.

Jane, the Licensing officer will conduct a licensing renewal visit once every 2 years, and a monitoring visit on the alternate year.

There are currently 26 services operating under the Child Care Act. These are represented by In Home (Child) Care, Early Learning Centres, Pre-Kinder programs, Play Centres, Before and After School Care and Vacation Care programs.

#### 5 Licensing priorities for 2021/23

Liz noted that there will be a focus during monitoring visits from the end of 2021 to mid-2023 which will include;

- Serious incident reporting
  - Refer to Standard 15 Administration and Records of the [Tasmanian Licensing Standards for Centre Based Child Care Class 5](#)
  - Noted that there is a requirement to notify the ECU by the next business day of a serious incident
- Public liability insurance
  - Noted that a service must maintain current public liability, workers compensation and other insurance policies as required by law. When determining if this coverage is adequate, consider the Royal Commission into child sexual abuse recommendations.
- Playground surfacing / risk assessments
  - Noted that should your playground include rubber soft fall it is imperative that the assessor ensures compliancy with the Australian Standard. For more information some guidance is available in [Kidsafe NSW Playground Surfacing information sheet](#).
- Risk management
  - **[The Child Care Act Section 29 Safe and suitable child care states that;](#)**
    - The holder of a licence, responsible person, person-in-charge and person employed by the holder of a licence to care for a child must ensure that, at all times during which a child is provided with child care under the licence –
    - a) the child is provided with a safe environment and proper and appropriate care and supervision and
    - b) every reasonable precaution is taken to protect the child from a hazard likely to cause injury.
  - Risk assessments should be completed for;
    - Standard 4 - Excursions and Transport,
    - Standard 10 - Water Safety,
    - Standard 11 - Safe environment
    - Standard 14 - Outdoor play environment and equipment and
    - Standard 16 - Philosophy policies and procedures of the [Tasmanian Licensing Standards for Centre Based Child Care Class 5](#)
- Continuous improvement
  - Resources that may support continuous improvement are available on the [ACECQA website](#).

Meeting attendees discussed current issues and trends within the sector. Useful links and resources were discussed and noted:

#### Australian Early Development Census (AEDC)

- [Australian Early Development Census \(AEDC\)](#)
- The AEDC aligned to the National Quality Standards and Early Years Learning Framework (link <https://www.aedc.gov.au/early-childhood/quality-improvement-and-policy>)
- <https://www.aedc.gov.au/early-childhood>
- <https://www.aedc.gov.au/communities/states-and-territories/tas>

#### Department of Education, Skills and Employment

- <https://www.dese.gov.au/skills-and-training>
- [Local Jobs Program](#)

#### Be You

- <https://beyou.edu.au/>

#### The Orb

- The Orb is a collection of online resources to assist the teaching of Tasmanian Aboriginal histories and cultures.
- <https://www.theorb.tas.gov.au/>

## 6 Professional development opportunities

The [ECU's Grants](#) area includes:

- Recurrent Grants – for Occasional Care services licensed under the Child Care Act
- Minor Infrastructure Grants – operational grants that have a targeted focus each round
- Project Grants – focuses on professional development, in various forms, for the sector

The ECU funded a Quality and Safety Immersion program (for the FDC sector), Early Childhood Teacher (ECT) Scholarships and the Early Years and School Aged Care (EYSAC) Workforce Strategy as well as other professional development opportunities and resources distributed to the sector.

## 7 Next meeting

Moving forward the meeting will be held biannually with the next meeting date to be confirmed.

Vidhya Chelliah

Manager, Education and Care Unit

Strategy and Performance

Department of Education