

## **Staffing Profile for Our Service**

### **Background**

At this Centre we recognise the significance of effective leadership and management in the ongoing provision of a high quality education and care service for our community.

Current research tells us that higher educator to child ratio's and smaller group sizes impact on the quality of the care and learning environments that children experience. However the most significant factor affecting quality in the early childhood setting is linked directly with the education, qualification and training of the educators (Determinants of quality in childcare: A review of the research evidence, Dr L Huntsman, 2008, p iii - iv).

As best practice, our Centre will continue to appoint over and above the stated minimum educator to child ratio's and ensure all our educators have appropriate educational qualification that provides a strong educational environment for our children.

### **Responsible Person on Duty**

Under the National Law Act a responsible person must be physically present at the Centre. At our Centre the responsible person is:

- the Manager (acting on behalf of the Approved Provider), or
- the Nominated Supervisor
- a certified supervisor who has consented to be placed in day to day charge.

The responsible person on duty at any given time during the day is displayed prominently at the front desk in the Reception.

### **Certified Supervisor**

To be a certified supervisor a Supervisor Certificate is required:

- A Service Supervisor Certificate: In our Centre personnel with a Diploma level and above, who work directly with children on an ongoing basis, qualify as certified supervisors. Personnel deemed as fit and proper may be placed in day-to-day charge of our Centre.

### **Qualification and Training Statement**

All Educators at our Centre must have undertaken formal Early Childhood Studies.

When making personnel appointments at our Centre the following provides the minimum guide:

*A minimum of 1 educator to be a teacher 'Division 5—Requirements for educators who are early childhood teachers (Education and Care Services National Regulations 2011).'* Refer to ACECQA approved qualifications list

**NOTE:** All qualified early childhood teachers appointed at our service as a teacher must be registered with the Victorian Institute of Teaching (VIT).

*Educator (Diploma) are required to have a minimum of two years full-time studies as recognised in the 'Division 4— Educational qualifications for educators (Education and Care Services National Regulations 2011).'*

Refer to ACECQA approved qualifications list

*Educator (Trained Assistant) in each playroom are required to have completed a minimum of one year part time study (Certificate III in Children's Services) or its equivalent as recognised in the 'Division 4— Educational qualifications for educators (Education and Care Services National Regulations 2011).'* Refer to ACECQA approved qualifications list

**We place a high importance on the quality of our positive learning environments for children; therefore we will continue to surpass the above stated minimum requirements.**

## **All educators at our Centre are required to hold current first aid and the 3 year accredited**

**anaphylaxis training.** Education and Care Services National Regulations 2011 - Regulation 136 First aid qualifications **Note:** First aid qualifications are not valid if CPR training is not undertaken annually.

**National Police Check** - All personnel at our Centre will on appointment be required to provide a criminal history notifications check. This check must have been issued within the 6 months immediately before commencing at the Centre.

**Working With Children Check** - All personnel at our Centre will on appointment be required to present a current assessment notice before that person becomes an employee or otherwise engaged as a staff member of the Centre. (Education and Care Services National Regulations 2011 - Regulation 358 Working with children check to be read.

**Note:** It is an offence under section 35 of the **Working with Children Act 2005** to engage a person in child related work if the person does not have a current assessment notice. This includes volunteers, maintenance and visiting early childhood intervention personnel.

## **Current child:staff ratio**

The Australian Children's Education & Care Quality Authority educator to child ratios for Education and Care Service as at the 1<sup>st</sup> January 2016 are: children under 36 months 1:4 and for children over 36 months 1:11. Our Centre views this as the minimum standard and will always attempt to work on ratios higher than these.

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Approved 29 September 1998- Minute 283.8.3 CHN 98/130  
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