



ACT Council of Parents & Citizens Associations

The parent voice on public education

Early Learning Committee ELC – Summary of minutes

June 27, 2019, 7.00pm - Meeting Room, Maitland House, Hackett

Attending: Marina Spurgin, Early Learning Officer (MS)
Jane Koitka (JK)
Katrina McKenzie (KM)
Bonnie Roppola, Southern Cross Early Childhood School (BR)

Apologies Kirsty McGovern-Hooley (KMH), Viv Pearce, Life Member (VP), Crystal Cox (CC), Kathryn Stevenson, PPA president, Lyneham Preschool (KS)

Summary

Transition ‘guide for PPAs’ (Preschool Parent Associations) that are considering becoming a subcommittee of their P&C Association

Council has received inquiries from PPAs regarding the process of transitioning from a separate incorporated association, to a subcommittee of their school’s P&C. In response Council has distributed a *Transition Guide for PPAs* detailing the steps involved.

ELC Business Plan Progress

The ELC business plan will provide a two-year strategy around the ELC Vision, Purpose and Goals. The draft is 30% complete and is a work in progress. The committee will hold further discussion/brainstorm going forward in relation to elements of the plan.

Council’s Planning and Communications Resources for Preschool Committees

In response to questions around EL resources the ELO summarised Council’s resources for preschool parent committees including: office bearer welcome guides, Information factsheets, publications, training events, assistance to help resolve issues, meetings and minutes, networking events, policy feedback invitations, social media notifications and event calendar.

During ELC discussion on **communication** some frustration was noted regarding the variety and inconsistency of communication options for parents. KM asked how Council communicates to preschool parent committees. Current communications are summarised in the full minutes and will be reviewed.

Budget

An underspend resulted due to this being the first year for the inclusion of EL (from Canberra preschool society) and new ELO position absorbed by Council. The focus has been on review and assessment of EL activities, membership and requirements, with initial implementation of the EL function into Council the priority.

2020 Preschool – enrolments opened April 30, 2019

This year ELO communication regarding online preschool enrolments, processes and deadlines included Council’s publications - Print+ENews (article/links), website (article + links), facebook

(notifications + link). Relevant links included the Education Directorate's enrolment webpage and the Starting Blocks webpage to assist parents find/assess a preschool.

Universal 3YO preschool – questions re 2020 implementation Council's response

Council is asking for further information about implementation including the preparedness of providers to cater for the needs of three year olds and parent concerns including:

- Capacity – while under-utilised capacity has been identified for 2020, an increase of 400 places is significant.
- After 2020 what further increases can be expected?
- Is assistance available to parents for preschool enrolment?
- Costs to parents for wrap around care
- Support services
- Liaison officers or parent spaces in preschools
- Support for services and educators including
 - transition and parent / community engagement activities

AQF Conference/Review/Consultations – preschools and quality regulations

MS attended the National Quality Framework (NQF) consultations and a review of the assessment and rating process in May.

The NQF is a national system for the regulation and quality assessment of **child care** and early learning services. There are 7 quality standards (and 5 ratings for each - from working towards to exceeding). <https://www.acecqa.gov.au/sites/default/files/2018-07/RevisedNQSHandoutA4.pdf>

Preschool Teachers Professional Association (PTPA)

The ELO attended the Preschool Teachers Professional Association (PTPA) meeting to introduce the new ELO role, and Council's function, to the Association.

MS also met with social workers from Northside Community Centre, including Margaret Hendry's school liaison officer.

The Early Childhood Development Census AEDC

The ELO recently attended a meeting with AEDC staff to discuss how the data can inform P&C activities. The Australian Early Development Census is a population measure (conducted every three years) of how young children have developed. 2018 was the fourth national collection.

The Senior Practitioner Office - Restrictive Practices Act

Early Learning Service providers need to be aware of this legislation.

The Senior Practitioner Act 2018 (the Act) came into effect in the ACT on 1 September 2018. The Act reaffirms and strengthens the rights and responsibilities of vulnerable people and recognises that this requires training and support across the government sector and within the community. Mandy Donley is ACT's inaugural Senior Practitioner.

ACTION LIST**Early Learning Subcommittee Meeting - 27 June 2019**

| Minute | Action | Who | By | |
|---------------|---|------------|------------------|--|
| 2) | Send new minutes to BR, JK and KM for approval Agenda Points to Directorate Education Minister, the Director, Louise Marootians, Manager, Early Childhood Education, Elizabeth Lea, Support at Preschool Team Leader | MS | 25/7 25/7 | |
| 3)a | Add annual distribution of the <i>PPA Guide to Transition</i> to the EL calendar | MS | 10/8 | |
| 3)b | Review and send nomination form prior to next meeting | MS | 10/8 | |
| 3)c | Complete ELC Business Plan draft | MS | 30/9 | |
| 3)d | Complete EL Communication audit scope and report on the EL media stats and plan for next ELC meeting as annexe Follow up on readership of ParentACTION with Janelle ie distribution, concern about the wastage. Online subscription? Extra field? School? Discuss Communication survey with Janelle re EL | MS | 10/8 | |
| 4)b | Review preschool enrolment promotion and opportunities | MS | 27/8 | |
| 4)c | Contact Sean Moysey re indicators for Universal preschool for 3YOs. Draft contribution to Council's EL policy guide | MS | 1/8 | |
| 5)a | Add to EDU meeting topics: Creating BBB and AQF Informed parents, how can parents engage with BBB and AQF? How parents help providers responding to AQF requirements | MS | 25/7 | |
| 5)b | Contact Elizabeth Lea regarding the next PTPA meeting and enquire about transition to school resources/speakers | MS | 25/7 | |
| 5)c | Send out invitations to parent associations to send a delegate to the forums. Confirm a meeting time for Council. Send links to AEDC case studies to committee. | MS | 25/7 | |
| 5)d | Review and summarise parent data on file, refer to EDU meeting, identify opportunities | MS | 10/8 | |
| 6) | Ensure Senior Prac wkshop details are forwarded to EL membership | MS | 10/8 | |