



FAMILY DAY CARE

INFORMATION HAND BOOK

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FAMILY DAY CARE IN-DEPTH VIEW

The family day care sector is an essential part of the ECEC sector, providing flexible, affordable and accessible education and care.

Regulated under the Education and Care Services National Law Act 2010 and the Education and Care Services National Regulations, it plays a vital role in meeting the diverse and changing child care needs of a significant proportion of Australian families, while at the same time responding to parents' desire for a 'home-based' and 'family-like' environment for their children.

Overall, 1,392,860 children and 1,000,840 families attended a Child Care Subsidy approved child care service.

Early Childhood Education and Care (ECEC) services for children aged 0-12 years old in Australia include:

- ▶ Long Day Care (LDC) (at times referred to as Centre Based Care)
- ▶ Family Day Care (FDC)
- ▶ Outside School Hours Care (OSHC)
- ▶ Occasional Care
- ▶ Kindergarten/Pre School/Transition (each state/territory may have a different name but refers to the year before formal schooling)

FLEXIBLE SOLUTIONS

Currently there is a high demand for Early Childhood Education and Care services Australia wide including Family Day Care services.

The family day care sector offers significantly higher levels of flexible sessions than centre-based day care by offering overnight care, extended operational hours and weekend care.

84.7%

of family day care services offer shorter sessions (up to 6 hours) compared to only 17% of long daycare services.

94%

of family day care services also offer longer sessions (7-12 hours).

65.3%

allow for swapping of days/sessions or sessions to be added or changed at short notice, compared to 51% and 50.2% of long day care services respectively.

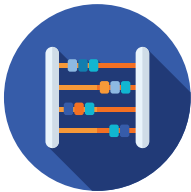
SERVICES YOU CAN PROVIDE



Early education and care in natural and flexible home learning environments.



Flexible hours including before and after school care, weekend care, evenings or short hour care.



Individualised learning programs to support the children's learning and development.



Excursions to local community events or venues such as rhyme time at the local library.



School pick up and drop off.



Nappies and wipes (some services provide this whilst others don't).

Children's participation rates in early childhood programs continue to increase, but national shortages in quality care givers creates a unique opportunity for educators.

RATIOS

1 Educator to 7 Children.

However, you can only have 4 children under preschool age, for example; 4 children are two years old and the remaining 3 children are over five years old.

PRICE PER CHILD

Educators are able to set their own fees which on average range from **\$12 up to \$16** per hour per child for normal operational hours of care. Most educators will increase fees for after-hours, night and weekend sessions. The current CCS hourly cap is set at \$12.72 per hour per child.

GAP FEES

Families who receive CCS are required to make a co-contribution to their child care fees under Family Assistance Law. They do this by paying the difference between the provider's fee and the CCS amount. This is known as the out-of-pocket or gap fee.

Families' gap fees will vary from family to family.

HOW TO REGISTER

The Australian government have set requirements for family day care providers in order to register.

THE REQUIREMENTS INCLUDE:

- Having all legal documentation, forms, materials, governance statement, policies and procedures.
- Participate in assessments and or interviews conducted by the Regulatory Authority or the Department of Education.
- Complete and submit state or territory and federal applications.
- Developing a Statement of Philosophy.
- Completing a comprehensive risk assessment.
- Having a sound knowledge of the National Laws and National Regulations.
- Able to demonstrate your management capabilities.
- Develop a service business plan.

**Feeling overwhelmed?
Thats okay because
we can do it all.**

HOW HCPA CAN HELP

Our specialists at HCPA can support the operational requirements of setting up an Early Childhood Education and Care service.

OUR PROGRAM WILL SUPPORT YOU BY:

- ✓ Providing all documentation that is required for compliance with the National Law and Regulations.
- ✓ Provide policy and procedure manual that meets all legislative requirements.
- ✓ Complete and submit your state or territory application.
- ✓ Provide Approved Provider Assessment Guide and pre assessment support.
- ✓ Supply templates, forms and information sheets to exceed the National Quality Standards.
- ✓ Provide support and documentation to support the development of a Statement of Philosophy .
- ✓ Provide Risk Assessment template and Risk Assessment Guide.
- ✓ Provide Quality Improvement Plan Template and resources to support the development of a service QIP.
- ✓ Provide template and support to complete a comprehensive service business plan.

ONGOING SUPPORT

We know that registering as a child care provider is only just the beginning.

At HCPA, our team of specialists are here to guide and assist you as your business takes off and navigates through the family day care sphere. We are here to build a lasting relationship with you, and make the whole experience as positive as possible.

HCPA SUPPORT

- ▶ **Industry professionals to support and mentor customers with the ongoing National Quality Framework requirements.**
- ▶ **Client support tailored to suit individual needs and preferences.**
- ▶ **Support with securing educators to support your Family Day Care Scheme.**



CONTACT US

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