



Nominated Supervisor

Regulation 118 Educational leader

The approved provider ... must designate, in writing, a suitably qualified and experienced educator, co-ordinator or other individual as educational leader at the service to lead the development and implementation of educational program...

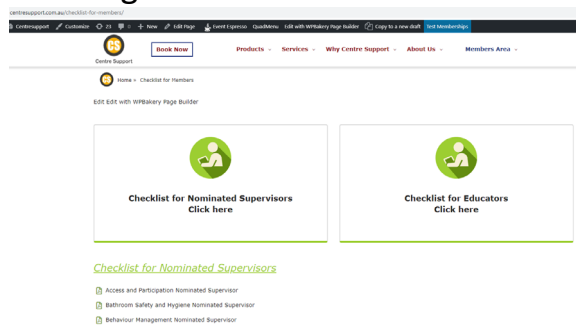
Regulation 148 Staff and educator records -centre-based services (Educational leader)

The staff record must include the name of the person designated as the educational leader in accordance with regulation 118.

Regulation 173 Prescribed information to be displayed

- (2) For the purposes of section 172(f) of the Law, the following matters and information are prescribed—
(d) the name of the educational leader at the service

Remember: If you need to use a checklist go to the members area of Centre Support's website where every checklist imaginable is available.





Answers from last week - Compliance test for educators

Instructions: Nominated Supervisor is to conduct the test. Ask one educator at a time in a location that other educators cannot hear or provide support to the educators being asked the question. Record the responses then analyse to see if the educators' responses would place you at risk of a fine. Finally, train the educators that fail to meet the regulations.

Name of educator:

Questions	Response	Pass or Fail
Miss Casey asks if the Service must display a copy of the ECA Code of Ethics. What's your response?	The Guide to the NQF says all staff should know and understand the ECA Code of Ethics. This is guidance and not the Law. It does not need to be displayed for compliance purposes.	
Mr Reece asks if professional standards are covered in the Regs. Are they?	Part of meeting professional standards means complying with the National Law and Regulations – so yes professional standards are covered although there is no specific Law or Reg about them.	
Miss Scarlett asks whether the Service must have a 'Professional Standards' Policy. Does it?	There is no requirement to have a Professional Standards Policy, but Reg 168(i) says there must be a Staffing Policy which includes a Code of Conduct for staff members. This is one aspect of professional standards.	

Week 38, 29 November – 3 December 2021- 7.2.2 Educational leadership

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Compliance test for educators

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Name of educator:

Questions	Response	Pass or Fail
Miss Ruby asks what NQS Standards are strongly related to the responsibilities of the EL? Please respond.		
Mr Zeke asks if you can you have two Educational Leaders. Can you?		
Miss Darcie asks if the name of the EL needs to be displayed in the foyer. Does it?		

Name of educator:

Questions	Response	Pass or Fail
Miss Ruby asks what NQS Standards are strongly related to the responsibilities of the EL? Please respond.		
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The Federal Government's Fair Work website <https://www.fairwork.gov.au/> has a lot of simple, easy to understand information about employee entitlements as well as some useful templates. Each week we'll share information from the website.

Fair Work recently issued COVID related advice to support 'returning to work and workplaces.'

While not tailored specifically to ECEC, see the following links for information on the relevant topics:

- [directions to return to work and workplaces](#)
- [COVID-19 tools and resources](#), including our [return to work tool](#) and [return to work checklist \(DOCX\) \(PDF\)](#)
- [COVID-19 vaccinations and workplaces](#), including the [top questions](#) Fair Work are receiving
- [rapid antigen testing and workplaces](#)
- [public health orders](#).

Also if your Service is a [Small Business](#), you may find some useful resources on Fair Work's [small business page](#).