



Australian Government
Department of Education

News

Weekly wrap for the early childhood education and care sector



02 November 2022

Flood emergency: update about support

A period of emergency applies in some regions across New South Wales and Victoria that continue to be affected by flooding. The period of emergency ended in most regions yesterday.

[See a list of where and when we've declared a period of emergency.](#)

Learn about [support available during and after a period of emergency.](#)

Have your say on our channels

There's still time to tell us what you think about our communications with the early childhood education and care sector via our [short survey](#).

We're looking for your feedback on:

- our website
- this weekly newsletter
- our Facebook group
- our short explainer videos.

The survey will only take a few minutes to complete. You'll be anonymous, and the information you provide us will help us to improve how we communicate.

[Complete the survey now.](#)

Explainer: persons responsible at the service

The following information will help you comply with your obligations under Family Assistance Law. Find full details of [your obligations](#) on our website.

Providers must notify us about persons responsible for the day-to-day operation of a service.

We call these people 'persons responsible at the service'. They are nominated by a person with management or control of the provider (PMC).

They work in the service, taking part in the decision-making and daily operations at the service. They are commonly managers, directors or coordinators.

Persons responsible at the service can be from external management agencies.

A person responsible at the service has similar obligations to a PMC, but at the service level.

[View this table for the range of obligations and tasks a person responsible at the service must complete.](#)

[Join our Facebook group](#) to get regular reminders and alerts to help you stick to these timeframes.

Obligation: reporting vacancies

Each week we're highlighting a task that providers must perform under Family Assistance Law.

You must report the number of anticipated vacancies for each service. You must report anticipated vacancies for each day of the following week. Vacancies are automatically published on [StartingBlocks.gov.au](#).

This task can be performed by:

- a person with management or control (PMC)
- a person responsible for the day-to-day operation of a service (for their service only).

You must report vacancies by 8pm (AEST/AEDT) each Friday.

Report vacancies through your third-party software or the Provider Entry Point (PEP).

Find a [full list of obligations, tasks and timeframes](#) on our website.

Balancing: families must confirm their incomes

Services Australia is balancing Child Care Subsidy (CCS) for the 2021–22 financial year. It's a good time to check in with your families and remind them to confirm their income if they haven't already.

All families need to confirm their income before their CCS can be balanced. Families confirm their income by lodging their tax return or [telling Services Australia they don't need to lodge a tax return](#) and confirm their income.

Services Australia will send families an outcome once their CCS has been balanced.

If families need more information, encourage them to go to the [Services Australia website](#).

Families can connect with Services Australia on social media to ask general questions about family payments. They should search for the [Family Update](#) page on Facebook.

Useful information

Handy resource

Did you know we publish past newsletters on our website?

Read our [past newsletters](#) to find information on important topics.

Good to know



Child care fees, vacancies, quality ratings and inclusions are published on [StartingBlocks.gov.au](#).

Please ensure your details are up-to-date in the [Child Care Subsidy System](#). This includes fee and contact details. Once you update these details, they will be automatically published on [StartingBlocks.gov.au](#).

Join the conversation

The [Australian Child Care Providers and Services Facebook group](#) is your place to learn, explore and connect with us and others in your sector.

Make sure you see our posts by turning on notifications. You can do this by:

- joining the [Facebook group](#)
- clicking the drop-down menu on the 'Joined' button on the group's homepage
- selecting the 'manage notifications' button
- ticking 'all posts' in the in-app notifications section, and 'highlights' in the push notifications section.

Was this newsletter helpful?

Yes

No

PAST ISSUES

Read all past issues [on our website](#).

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