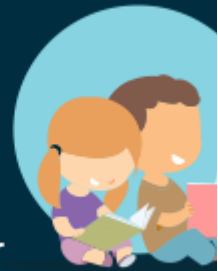




Australian Government
Department of Education

News

Weekly wrap for the early childhood education and care sector



In this week's edition, we cover what to do if you get an infringement, share updated information about Additional Child Care Subsidy and remind you to submit accurate session reports on time.

From the department

Understand Additional Child Care Subsidy

We've updated the information about Additional Child Care Subsidy (ACCS) [on our website](#). ACCS provides extra help with fees to families facing barriers to child care. It will usually cover all of a child's fees.

The [information on our website](#) is for providers that administer ACCS. Families should go to the [Services Australia website](#).

From the sector

Resources to support children with disability

Resources are available to help you understand your obligations under the Disability Discrimination Act 1992 (DDA) and put them into practice at your service.

The DDA requires that services support children with disability to access and take part in early childhood education and care in the same way as other children.

All services must comply with the DDA and failure to do so is unlawful. This means that services must make reasonable adjustments to fit the requirements of children with disability.

The resources are available on the ACECQA website, and include an [information sheet, tip sheets and posters](#).

They outline obligations and provide guidance on what they mean in practice. They are available to all services both those covered by the National Quality Framework and those that are not.

Preschools are covered by the Disability Standards for Education 2005. Resources for preschools are [on our website](#).

Facts from FAL

Report changes to PMC contact details

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

You must report changes to names and contact details for:

- persons with management or control of the provider (PMCs)
- persons responsible for the day-to-day operation of a service (persons responsible at the service).

This task can only be performed by a PMC.

You must report within 7 days of becoming aware of the change. Report through the [Provide Entry Point](#) (PEP) or your third-party software.

If you fail to meet your obligations on time you may receive an [infringement](#).

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

What happens if you get an infringement?

We issue infringements to providers that don't follow the rules under FAL. Providers must make sure that they, their employees, and educators follow the rules.

An infringement is a fine, like a parking ticket.

Find out more about [infringements](#) on our website.

We send infringements by email and by post. Emails will come from ccinfringements@education.gov.au. Please add this address to your safe list and check your mail often.

Infringements are issued for a range of reasons. Some examples include:

- not correctly reporting your fee information
- not passing on or remitting a fee reduction amount
- failure to meet reporting requirements
- failure to keep records.

See the [list of FAL civil penalty provisions](#).

If you do get an infringement, you must pay the fine within 28 days.

Our website has a range of resources to help you avoid an infringement, including:

- information about the [Child Care Package](#)
- information about [your obligations](#)
- a [comprehensive table of reporting obligations, tasks and timeframes](#)
- a [series of short videos](#) covering common compliance issues
- [handbooks, guides and task cards on key programs](#).

Reminder: submitting session reports

Providers must submit accurate session reports on time – it's the law. Services Australia uses session reports to calculate and process CCS payments.

You must submit session reports for children within 14 days after the end of the week in which the session of care was provided.

We have information on our website to help you understand:

- what is a session of care
- why session reports must be submitted accurately and on time
- how to submit session reports and what to include in them
- how and when to update session reports.

[Learn more about session reports.](#)

For families

Understand Child Care Subsidy

Child Care Subsidy helps with the cost of approved early childhood education and care.

Looking for information about the Child Care Subsidy in your language? Find information in 1 languages on the [Services Australia website](#).

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Yes

No

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