



Early Childhood Education Weekly Update

9 May 2022

What you need to know this week:

- Record keeping after floods and other emergencies
- Reminder: Transport regulations
- Flu season – vaccination and others tips for protecting against severe flu
- Dolly Parton's Imagination Library is now providing books to eligible families
- Community and Mobile Preschools – contact service providers for information regarding funding allocation notifications

Dear services and providers

Our **Early Childhood Education Roadshows** kick off next week! [Register now](#) and join us to talk best practice and regulatory requirements, and to hear updates on program and policy initiatives.

Sector wide updates

Record keeping after floods and other emergencies

Under Regulation 183, services are required to store records for certain periods.

If your service has lost records due to a natural disaster or serious emergency, the NSW Regulatory Authority will work with you to meet the regulatory requirements.

To support this, services should attempt to replace documents and consider digital storage options for all documents. However, if documents are lost, services should complete a statutory declaration of the loss which should be done in conjunction with related evidence such as insurance documentation.

What to do next

Review and update (if necessary) your disaster recovery plan and risk mitigation strategies. This should include back-up data stored in a different location to the service premises and/or digitally via cloud-based storage.

For more information

Visit the [Australian Tax Office website](#) for information on reconstructing your tax records.

Reminder: Transport regulations

A recent incident in Queensland provides a strong reminder of the importance of transport regulations to keep children safe.

Providers and services must follow requirements under the National Law and Regulations related to transportation to ensure the health, safety and wellbeing of children being transported. This includes having robust transport policies and procedures in place, conducting risk assessments, obtaining parent/carer authorisations, and implementing quality practices to ensure children are adequately supervised and protected from harm and hazard.

Please read our [guidance unpacking the excursion and transportation regulations](#), which addresses key questions on the transport requirements and provides links for further support. The department has also partnered with Kids and Traffic to develop resources to guide and assist services in implementing safe practices in the transportation of children. Resources include:

- Sample transport documentation

- Advice for working with children, families, schools and communities.

What to do next

[Access these resources](#) to guide your practice.

Health advice: Flu season

The flu can cause serious illness for children aged 5 and under. Given their low exposure to flu over the last two years, children may be more vulnerable to catching it this flu season.

The best protection against severe flu is getting a flu shot, which is free for all children aged 6 months to under 5 years. Speaking to families about the importance of flu vaccines will help keep service staff, children and communities safe.

ECEC services should also remind staff and families about good hygiene practices and how to minimise the spread of infection:

- Stay at home if you are sick.
- Cover the nose and mouth with a tissue when coughing or sneezing. Throw the tissue in the garbage bin after use.
- Wash hands often with soap and water, especially after coughing or sneezing. Alcohol-based hands cleaners are also effective.
- Avoid touching eyes, nose or mouth.
- Join [FluTracker](#)

What to do next

Please share NSW Health's [advice on influenza for families and young children](#) with your families and networks.

Dolly Parton's Imagination Library provides books to eligible families

Eligible parents across the state are encouraged to sign their newborn children up to receive a free, brand new, age-appropriate book every month, until they turn five from Dolly Parton's Imagination Library.

Families with children born from 1 January 2022 in 25 local government areas across NSW can reach out to their local library contact to take part.

Dolly Parton's Imagination Library is part of the NSW Government's [Brighter Beginnings initiative](#).

What to do next

Please share this opportunity with your families and networks.

For more information

Visit the [NSW Government's Brighter Beginnings website](#) to find your local library contact.

Community and Mobile Preschools update

Funding allocation notifications have been sent

The 2022 Quarter 2 Disability and Inclusion Program, High Learning Support Needs and Minor Capital Works funding allocation notifications have now been sent to service providers.

Community and Mobile preschool services are encouraged to contact their service providers regarding this information if they have not already been notified regarding funding Quarter 2 2022.

Don't forget

- Applications for the [Aboriginal Early Childhood Education Scholarships and Early Childhood Education Scholarships](#) are now open until 7 June 2022. Apply now via [SmartyGrants](#).
- [Register now](#) to attend the Early Childhood Education Roadshow from 10 - 20 May.
- Applications for Round 2 of the [Ningannah No More](#) program are now open until 10 June 2022.
- [Register now](#) for the Australian Childhood Foundation's Responding to Trauma training.

Families Corner

We're sharing resources made especially for families to increase their knowledge on the early childhood education and care sector. This is something you can take and pass on to families via your own communication channels.

- Our [Benefits of Early Childhood Education webpage](#) can support discussions with families about the value of the education and care provided at services.
- StartingBlocks.gov.au has launched a [fees estimator](#) to help families estimate how much they may pay for early childhood education and care.

For more information

If you have any questions about your service operation you can contact the Information and Enquiries team on 1800 619 113 or by emailing ececd@det.nsw.edu.au.

For the latest COVID-19 advice please visit the [COVID-19 guidelines for ECEC services](#).



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Sent to all services and providers in NSW

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