Every child, every opportunity

Across the world, governments and communities are recognising the need to renew and re-energise learning and development systems to better support families and prepare children for modern life.

In Victoria, the *Blueprint for Education and Early Childhood Development* (the Blueprint) sets out the Government’s five-year agenda for learning and development from birth to adulthood. It is the next generation of reform to improve outcomes for children and young people.

It builds on and extends recent policies and reforms, including:

- *Victoria’s plan to improve outcomes in early childhood* (2007), which articulated a comprehensive framework for early childhood reform and drew on extensive contemporary research showing:
  - The period from birth through to age eight and especially the first three years of life sets the foundations for future social, physical, emotional and cognitive development
  - Effort and investment in the early years yields the best outcomes for children and families
  - Development is supported by healthy, safe and stimulating environments
- The creation of the Department of Education and Early Childhood Development to pursue the integrated agenda for all Victorian children and young people

The *Blueprint* and *Victoria’s Plan to Improve Outcomes in Early Childhood* recognise the importance of quality early childhood education and care services.

Children’s Centres are central to this strategy to improve quality and accessibility of early childhood services by emphasising the importance of integrated early learning and care. Since 1999, the Victorian Government has committed to build 95 Children’s Centres, of which 66 have already been built or are in the planning and construction stages.

Horwarth and Morrison describe integrated services as those that are ‘characterised by a unified management system, pooled funds, common governance, whole systems approach to training, information and finance, single assessment and shared targets…Partners have a shared responsibility for achieving the service goals through joint commissioning, shared prioritisation, service planning and auditing. Joint commissioning can be one of the major levers for integration, service change and improving the delivery of children’s services…Ultimately, joint commissioning may lead to the merger of one or more agencies, who give up their identities for a shared new identity.

*Every Child Matters* describes the key feature of an integrated service is that it acts as a service hub for the community by bringing together a range of services, usually under one roof, where practitioners work in a multi-agency way to deliver integrated support to children and families.

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1 Evaluation of Victorian children’s centres, Literature review, DEECD
2 [http://www.everychildmatters.gov.uk](http://www.everychildmatters.gov.uk)
The integration of services makes life easier and less stressful for parents and children and commits to making education and care more accessible through more convenient forms of delivery. Children will receive a high quality kindergarten education in the same place as their long day care. Children and parents will benefit from the convenience and stability offered by innovative and integrated service delivery.

The co-location of early childhood facilities with schools, wherever possible, will lead to communities becoming more child-friendly.

Increased collaboration is increasingly important in recognition of the complex, multidimensional nature of people’s needs and the notion that ‘joined up problems’ require ‘joined up solutions’.

Intervening earlier to reduce the impact of emerging child health or developmental difficulties that will impact in later life is a key area of reform, reflecting the substantial body of evidence that the early years of life are the most critical for child development. In particular, the Plan highlighted the importance of this period for disadvantaged children and guides improvements so that services will be culturally sensitive and responsive to the needs of diverse children and families such as Aboriginal children and families, children with a disability, humanitarian refugees and families from culturally and linguistically diverse backgrounds.


### Summary of 2008-09 Children’s Centre Grants

<table>
<thead>
<tr>
<th>Type of Grant</th>
<th>Funding range of grant</th>
<th>Number of grants available in 2008/09</th>
<th>Who can apply</th>
<th>Description of grant</th>
</tr>
</thead>
</table>
| Children’s Centres | Up to $500,000 per grant | At least 6                            | • Local Government  
• Community organisations  
• Government schools in partnership with local government or community service organisations | Children’s Centre grants contribute to the capital investment required to build a community based, not-for-profit Children’s Centre. These centres will offer maximum convenience, flexibility and choice for parents by combining a range of integrated services that a family may need to help raise young children. |

### Timelines

<table>
<thead>
<tr>
<th>Month</th>
<th>Milestone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, 13 March 2009</td>
<td>Invitation to submit an application for 2008-09 Children’s Centre grants</td>
</tr>
<tr>
<td>Thursday 23 April 2009</td>
<td>Applications close</td>
</tr>
<tr>
<td>May – June 2009</td>
<td>Notification and grants funding allocated to successful applicants</td>
</tr>
</tbody>
</table>
The link to the Blueprint

Action 1 of the Blueprint promotes co-location and integration of a variety of services for children and families that meet local needs in new and existing facilities, and recognises that:

- State and Commonwealth initiatives create new opportunities to co-locate early childhood services on or near school sites, and
- Capital funding grants aim to promote more integrated and inclusive early childhood services to address the needs of contemporary families, particularly working families.

The expected outcomes include:

- Integrated, inclusive and collaborative early childhood services that provide high quality programs to meet the health, care and educational needs of young children aged 0-8 years of age.
- More children’s and family services on or near school sites.
- Improved access to high quality kindergarten education in the same place as long day care and other children’s and family services.
- Strengthened capacity of professionals to identify and provide timely support to vulnerable children and families.
- Support the creation of child-friendly communities.

Children Centre Grants

Children's Centre Grants contribute to the capital investment required to build integrated community based, not-for-profit Children’s Centres. These centres offer maximum convenience, flexibility and choice for parents by combining a range of services that a family may need to help raise young children.

Integrated Children’s Centres are key hubs for the community that bring together a range of services whose practitioners then work in a way that delivers joined up education and care, and support to children and their families.

Children’s Centres offer quality early childhood education and care programs of a duration and cost that promotes accessibility and affordability for all families, including working families and disadvantaged or vulnerable families. The approach for some centres will be to offer kindergarten programs that are fully integrated with long day care while others may need to offer additional kindergarten programs on a sessional basis within a long day care setting.

The operational service model must include integration of other services including maternal and child health, family services and inclusive early childhood intervention services.

The service design should respond to local needs, and where possible be co-located on or near school sites. Where co-location with a school is not feasible, there should be a strong focus on collaborative partnerships between schools and other services.

The relationship with family services, Child First and child protection will be particularly important so that the whole service system works together to intervene earlier to help vulnerable children and families and support them to access the services they need.

In the context of place based initiatives, Children’s Centres should become an integral part of Best Start and Neighbourhood Renewal initiatives where these operate in the local area.
Objectives

- to promote integrated, inclusive and collaborative early childhood services that provide high quality programs to meet the health, care and educational needs of young children 0-8;
- to improve access to high quality kindergarten education in the same place as long day care;
- to provide convenience and stability to children and parents;
- to strengthen the capacity of professionals to identify and provide timely support to vulnerable families;
- to provide a ready network of peers to support professionals who previously worked in isolation;
- to support the creation of child-friendly communities; and
- to engage parents and community members in the development, monitoring and evaluation of early years services.

Eligibility

- Local Government
- Community organisations
- Government schools in partnership with local government or community service organisations

Proposals must be submitted in partnership with the site owner.

Funding range of grant

A maximum of $500,000 per service location.

Priority municipalities

The following municipalities were identified by the Government as priority areas in October 2006.

**Metropolitan:** Boroondara, Darebin, Glen Eira, Kingston, Manningham, Maribyrnong, Melbourne, Moonee Valley, Moreland, Nillumbik, Stonnington, Wyndham, Yarra

**Regional:** Bass Coast, Baw Baw, Benalla, Campaspe, Central Goldfields, Colac-Otway, Corangamite, East Gippsland, Greater Geelong, Hepburn, Horsham, Indigo, Mansfield, Moorabool, Mount Alexander, Moyne, Pyrenees, Southern Grampians, Swan Hill, Towong, Wangaratta, West Wimmera and Wodonga.

In 2008-09 at least six Children’s Centre Grants are available through an invited submission process. Organisations that are being invited to submit are those that were identified by the Government as priority municipal areas in October 2006, and in 2007-2008 submitted an expression of interest of intent to submit for Children’s Centre Capital in 2008-2009.

Priority will be given to applications proposing Children’s Centres in the following order. Centres that are:

- co-located on, or adjoining, school sites;
- strongly focused on collaborative partnerships between local government, schools and other services;
- led by, or in partnership with a kindergarten Cluster Manager;
- in Neighbourhood Renewal areas within the municipality; and/or
- located in areas with the greatest number of infrastructure needs and those with the largest number of children.

Children's Centre service model

Children’s Centres will be expected to provide a range of early childhood services. These must include:

- integrated early childhood education and care (long day care with integrated kindergarten);
- maternal and child health;
- early childhood intervention services; and
- family services.
Children’s Centres must also incorporate some other programs that support children, parents, families and community members. These might include, but are not limited to the following:

- supported playgroups;
- parenting groups or programs;
- occasional childcare;
- family day care program coordination.
- counselling services;
- community space and;
- outside school hours care;
- pre-employment programs, and adult and further education.

Children’s Centres may also be co-located with:

- neighbourhood houses;
- municipal libraries; or
- other community facilities.

**Children’s Centres in growth corridors**

Councils in growth corridors are working hard to build facilities to meet demand for kindergarten programs for four year old children. However, sessional programs do not offer working parents maximum convenience, flexibility and choice.

Children’s Centre applications from growth councils must demonstrate how they will meet all Children’s Centre selection and priority criteria through innovative service delivery models. It may be that a relatively high proportion of sessional kindergarten places are required, in addition to long day care.

Priority will be given to applications that fully meet all the criteria. Proposals such as precincts models and Children’s Centres that include facilities for integrated kindergarten and long day care for 4 years old children (or 3 and 4 year old children) as an alternative to a comprehensive long day care services for 0-5 year olds may also be considered.

**Selection Criteria**

Applications will be assessed against the following criteria.

Applications will also be assessed against the accuracy, quality and detail of financial information provided in their application.

**Criterion 1 - Mandatory**

Financial viability

In addressing this criterion applicants should provide specific details about:

- the services financial status
- the capacity to raise the required capital to complete the project within the specified timelines (as set out in the Capital Funding Agreement – Appendices E)

**Criterion 2 - Mandatory**

Demographic and community support for the proposed location for a Children’s Centre.

In addressing this criterion applicants should provide specific details about:

- data and demographic information that supports the proposed location;
- a continuing demand for these services as highlighted in a business plan; and
- local service mapping and planning.

Applicants should also consider and discuss Government policy requirements in relation to disadvantage, which could include specific reference to:
• the impact of new programs on the viability of current local kindergarten and other early years programs;
• relevant authorities and communities that have been consulted and the general support and commitment for the proposed Children’s Centre; and
• consultations that have been undertaken with current staff and parents where services are to be re-developed or re-located, or proposed consultation strategies.

Criterion 3 – Mandatory
Environmental sustainability

The building design, construction, retrofit and proposed service operation must incorporate principles of environmental sustainability.

In addressing this criterion applicants should provide specific details about how:
• the proposed design and building fabric will incorporate environmental sustainability strategies such as energy efficiency, water use, recycling and saving features, and alternative power sources
• the proposed design of the outdoor space will incorporate biodiversity including native trees and vegetation
• the service operation will integrate environmentally sustainable behaviours including green purchasing policies, waste recycling and effective waste management systems;

Criterion 4 – Highly Important
The facility design and proposed governance structure (including parent involvement) to promote and support the delivery of quality integrated children and family services and professional collaboration.

In addressing this criterion applicants should provide specific details about:
• the proposed governance structures and service configurations and how they will promote collaboration and inclusiveness;
• the governance arrangement proposed to support the establishment and operation of the Children’s Centre, including supporting documentation from each project partner;
• the design features and strategies that promote integration of care and education (kindergarten with long day care);
• the design features and strategies that will promote integration, professional collaboration, communication and support across the service spectrum;
• to show that designated children’s areas within the facility meet the regulatory requirements for a standard children’s services license; and
• design and management issues, particularly of large community facilities, related to safety and risk issues for children and their families.

Applicants may also consider and discuss the following:
• quality elements of early childhood programs that aim to meet the health, developmental, educational, emotional, social and intellectual needs of children; and
• strategies that will bring staff, parents, the community and developers (where relevant) together to contribute to centre planning, policy development and ongoing service management.

Criterion 5 - Highly Important
Service innovation and collaboration through partnerships with service providers and the community.

In addressing this criterion applicants should provide specific details about:
• how the proposal progresses the policy objectives and priorities for children and families as outlined in the *Blueprint for Education and Early Childhood Development*;
• a partnership with local child protection, Childfirst and family services;
• a partnership with Neighbourhood Renewal and/or Best Start where they exist;
• an ongoing commitment to community-based services through support for integrated management structures, including kindergarten cluster management, provision of capital funding, in kind support and early childhood service provision and planning;
• how the proposal aligns Municipal Public Health Plans and Municipal Early Years Plans; and
• how the proposal will encourage communities to become more child friendly.

Applicants may also consider and discuss the following:
• community connection and strengthening principles;
• accommodating and facilitating group activities, including health promotion and parenting education;
• the incorporation of the principles underpinning Best Start into Children's Centres; and
• evidence that work/family balance issues experienced by the community will be addressed.

**Criterion 6 – Highly Important**
Evidence of improved access to services for families.

In addressing this criterion applicants should provide specific details about:
• how they will implement the Commonwealth’s Priority Access Guidelines to ensure that vulnerable children and their families are linked effectively to child care, including in the first stage of operation;
• the provision of inclusive programs and increased capacity to address the additional needs of children with disabilities and/or developmental delay;
• strategies for improving engagement with disadvantaged or marginalised families including culturally and linguistically diverse families and Indigenous families;
• improved access, engagement and services to meet the needs of fathers and young children;
• the communication strategy for promoting the proposed development and the services to be provided within the centre; and
• strategies to ensure that children and families have access to a range of services when they need them including protocols for families both within the centre and the broader community.
Application Process
Applicants are expected to have discussed their proposal with the Department of Education and Early Childhood Development regional offices with respect to the scope of the proposed submission and to identify opportunities to co-locate facilities on Government school sites.

Each application will be assessed against the selection criteria.

Applications will initially be assessed by the Department of Education and Early Childhood Development regional offices in relation to regional priorities, the local council's early years service performance and their capacity to implement the proposed plan.

The Department reserves the right to make contact with any applicants where clarification regarding any aspect of the submission is required.

All applicants will be advised of the outcome of their proposal at the completion of the submission process.

An application form is attached.

Enquires about the application process can be directed to Jo de Graaff, Manager, Integrated Services on telephone: 9096 8107 or jo.degraaff@dhs.vic.gov.au

**Application close on Thursday, 23 April 2009 at 4.00pm**

**Applications should be addressed to:**

Children’s Capital Program
Ms Jeanette Nagorcka
General Manager
Early Childhood Programs
Office for Children and Early Childhood Development
Department of Education and Early Childhood Development
Level 10/50 Lonsdale Street
MELBOURNE VIC 3000
General Terms and Conditions for all Children’s Centre Capital Grants

Applications

- It is important to read all details of the documentation prior to commencing the application to ensure that your organisation is able to meet all funding criteria and requirements and provide the necessary documentation required for the Children’s Capital Program.
- All applications must be received no later than 4.00pm on the closing date.
- Applications received after the closing date and time will be excluded from the selection process and returned to the applicant.
- All applications must include the original and three copies of the completed application form, together with required attachments (i.e. 3 quotes, architectural schematic drawings, financial statements etc…) as required.

Funding exclusions

No funds are available from the Children’s Capital program for:

- Retrospective assistance. An application is considered to be retrospective if a project applicant enters into a commitment, for example: signs a building contract prior to receiving a formal letter of offer from the DEECD.
- Purchases of cars, buses and other vehicles
- Staff salaries and training
- Ongoing administration costs

Permission from building owner

- If you are not the owner of the land or building where the new facility is proposed to be located, you will need to seek endorsement for this initiative from the owner.
- The nominated authority is the person/s, body or organisation nominated by the applicant to enter into the required contractual arrangements with the department (including, if relevant, a property deed of charge) following a successful application. The nominated authority must be the owner of the property on which the facility is to be built.
- Where the applicant is the owner of the land or building where the new facility is to be located, funding will be paid to the approved applicant. Prior to payment the approved applicant will be required to enter into an agreement with the department to ensure that the funding is properly applied and to provide whatever reports or other information that department may require under the capital funding agreement (copy included in the application package). Where the nominated authority is not the approved applicant, both parties must sign the capital funding agreement and the owner of property (unless this is the state government) will be required to sign a property deed of charge.
- No application will be deemed to be successful until the parties have executed the capital funding agreement and the property deed of charge (if relevant).

Signage

The state government actively seeks opportunities to promote its support of new initiatives. To this end opportunities for joint signage on capital funded sites will be sought.

A signage expense of $1,000 for each site is included in all Children’s Centre Grants allocated by the Department of Education and Early Childhood Development. Recipients of these grants must comply with the State Government’s guidelines on signage that are available on http://www.dpc.vic.gov.au/CA256D8000265E1A/page/Listing-None-Policies+%26+Guidelines!OpenDocument&1=~/&2=~/&3=~/
Joint announcements and communication
The Minister for Children and Early Childhood Development will announce funding in partnership with the successful applicant.

All communication in relation to promotion of the project should cite State Government contributions.

Official openings
The Minister for Children and Early Childhood Development must be invited to attend, or to send a representative to any official opening ceremony of a capital funded project. Ideally this should be done at least two months in advance.

Payment method
Grant payment will be made through a variation of the organisation’s Service Agreement or, where the applicant does not have a service agreement with the Department of Education and Early Childhood Development, by an electronic funds transfer to a nominated account.

Capital Funding Agreement
Successful applicants are required to enter into Capital Funding Agreements with the Department of Education and Early Childhood Development

Conditions of funding
The recipient of the grant will be required to conform to certain requirements such as:
- site inspections, if required by officers of the Department of Education and Early Childhood Development;
- production of receipts and invoices;
- evaluation surveys regarding the project as required by the Department of Education and Early Childhood Development; and
- an annual audit of service provision within the facilities.
Glossary

Best Start
Best Start aims to improve the health, development, learning and well being of all Victorian children from pregnancy through transition to school (0-8 years). This aim is being achieved by supporting communities, parents and services providers to improve universal early years services so they are more responsive to local needs. The strong emphasis in the work of Best Start is on prevention and early intervention.

These improvements in services are expected to result in:
- Better access to child and family support, health services and early education
- Improvements in parents’ capacity, confidence and enjoyment of family life
- Communities that are more child and family friendly

There are currently 25 Best Start municipalities and 6 Aboriginal Best Start sites. The following are named priority municipalities for a Children’s Centre and are in a Best Start sites; Maribyrnong, Darebin, Nillumbik Greater Geelong, Wyndham, Central Goldfields and Moorabool.

http://www.beststart.vic.gov.au

Children’s Services
Children’s services provide care and developmentally appropriate programs for children from birth to the end of their primary school years. A range of services is available to meet the different needs of children and families. These include kindergarten, long day care, family day care, occasional care and outside school hours care.

In Victoria, the State Government is responsible for regulating kindergartens, centre based long day care and occasional care services and provides funding which contributes to the provision of a kindergarten program for all eligible children in the year prior to school entry.

The Commonwealth Government has responsibility for the national child care policy. The Commonwealth provides subsidies for long day care childcare places family day care schemes and outside schools hours care in the form of Child Care Benefit and Child Care Tax Rebate.

Child Care Service Handbook 2007-2008

Community-based organisation
An organisation that is a not ‘for-profit’ organisation.
Early Childhood Intervention Services
Early childhood intervention services complement the range of services available through the universal service delivery system. The focus of early childhood intervention services is upon:

- Enhancing the capacity of families and caregivers to meet the needs of their children by building upon their strengths and by incorporating intervention strategies into everyday routines, activities and places
- Facilitating children’s access to and meaningful participation in experiences and opportunities that promote, support and protect their health, development, safety, learning and well-being
- Strengthening communities’ competence and confidence by building upon what they already know and do.

Services include information and support, planning and service coordination, and individual and group therapy and education.

Family Services
Family Services has a critical role in promoting outcomes for vulnerable children and families, and provides a range of service interventions with a whole-of family focus to:

- strengthen parent capacity to provide basic care, ensure safety and promote their child’s development
- improve the family’s community connections and access to community resources.

This requires building and supporting a reliable network of ongoing services, strong linkages and sustained engagement with relevant universal and adult services, and supporting these services to work effectively with vulnerable children and families. Children’s Centres are well placed to provide this engagement and support.

In March 2007 Child FIRST was established in designated sub-regional catchments in a staged process across Victoria to provide a community based reference point into family services.

The primary purpose of Child FIRST is to ensure that vulnerable children, young people and their families are linked effectively to relevant services.

Child FIRST will be operating across the state by March 2009.
Stage 1 Child FIRST sites established include:

- Geelong, Queenscliffe, and Surf Coast
- Colac-Otway and Corangamite
- Warrnambool, Moyne, Glenelg and Southern Grampians
- Northern Grampians, Horsham, West Wimmera, Yarrambiack and Hindmarsh
- Ararat, Pyrenees, Ballarat, Hepburn, Moorabool and Golden Plains
- Greater Shepparton, Moira and Strathbogie
- Yarra Ranges, Knox and Maroondah
- Nillumbik, Banyule, Yarra, Darebin and Whittlesea
- Casey, Cardinia and Greater Dandenong

Supporting documents available and related fact sheets are available at www.dhs.vic.gov.au/everychildeverychance

Kindergarten
Kindergarten is a developmentally appropriate program planned and delivered by an early childhood teacher for all eligible and enrolled children in the year prior to school entry. A second year of kindergarten is available for children who would benefit and are assessed as eligible.

A kindergarten program can only be offered in a licensed children’s service. Settings vary, including long day care centres, stand-alone kindergartens, community halls, community centres and schools.
Kindergarten programs further the social, emotional, cognitive, physical and language development of children and encourage the involvement of families. Children participate in a variety of activities that reflect their interests and skills, extend their knowledge of themselves and others, and help them to understand their environment. Children are involved in creative activities, develop physical skills, increase independence and develop a positive self-image.

Victorian Kindergarten Policy, Procedures and Funding Criteria

Kindergarten Cluster Management

The objective of kindergarten cluster management is to strengthen the delivery of kindergarten programs by relieving the management pressures on voluntary committees of management through cluster management arrangements.

Cluster management is a model of management that groups individual kindergarten services together under a single employer. The cluster manager is responsible for:

- management and employment of staff and all related activities such as salaries, tax, staff appraisals and professional development;
- licensing requirements, including monitoring of services to ensure regulatory and funding requirements are met, and liaising with Department of Education and Early Childhood Development Services officers;
- financial management of cluster funds including the development of budgets and allocation of funds; and
- delegating tasks for a range of activities that could include policy development, payroll, staff selection, maintenance and parent activities.

Maternal and Child Health Service

Maternal and Child Health services promote a comprehensive and focussed approach for the promotion, prevention, early detection, and intervention of physical, emotional and social factors affecting young children and their families in contemporary communities.

The Universal Maternal and Child Health Service provide ten ‘Key Age and Stage’ consultations from birth to 3.5 years including an initial home visit and consultations at 2 weeks, 4 weeks, 8 weeks, 4 months, 8 months, 12 months, 18 months, 2 years and 3.5 years of age for all children and their families. Consultations may be one-on-one or group based. They may be offered in a variety of settings, including a maternal and child health centre, Children’s Centre, another community service or location or a family’s home.

The service also has a flexible capacity for the planning and delivery of services that are most relevant to local needs and priorities. These activities may include, but are not limited to, additional one-on-one or group consultations, community strengthening activities such as group activities, health promotion activities, assertive outreach, activities with other service providers and initiatives to engage particular groups or those with particular needs. Parent groups are a required activity within this component.

The Enhanced Maternal and Child Health provides more intensive, assertive outreach support, which includes home visiting and group work for parents experiencing significant parenting difficulties.

Delivery of service and activities is based on a flexible model of service utilising a multidisciplinary team tailored to the needs of the particular client group.
Municipal Early Years Plan
A Municipal Early Years Plan or MEYP is a local area strategic plan for development and coordination of early education, care and health services, activities and other local developments that impact on young children. An MEYP is tailored to suit local circumstances. The Plan is not intended to be a plan for the whole “service system” within a municipality, but it provides a starting point. The Plan articulates council's role in service and infrastructure provision, planning, advocacy and community development which impact on children aged 0-6 years.

Neighbourhood Renewal
Neighbourhood Renewal is a long-term commitment by the State Government to narrow the gap between disadvantaged communities and the rest of the State.

It is a new approach that brings together the resources and ideas of residents, governments, businesses and community groups to tackle disadvantage in areas with concentrations of public housing.

Neighbourhood Renewal focuses on creating vibrant places where people want to live.

Children’s Centres established in Neighbourhood Renewal sites will help build cohesive communities and reduce inequalities in some of the most disadvantaged communities.

Seven of the 35 municipalities prioritised for a Children’s Centre are in municipalities with a Neighbourhood Renewal site. These sites are; Boroondara, Colac-Otway, Darebin, Greater Geelong, Maribyrnong, Wyndham and Yarra.

www.neighbourhoodrenewal.vic.gov.au

Occasional Care
Services are provided in a range of settings on an hourly or sessional basis for short periods of time or at irregular intervals. These services are targeted at parents who need time to attend appointments, take care of personal matters, undertake casual or part-time employment, study or have temporary respite form full-time parenting. These services provide developmental activities for children and are aimed primarily at 0-5 year olds.

Outside School Hours Care (OSHC) programs
Outside school hours care (OSHC) programs are usually located close to primary schools and provide care for primary school aged children outside school hours and during school vacations. Care is also provided on pupil free days. OSHC programs may also be offered in locations such as community centres, halls, neighbourhood houses or recreation centres.

Supported Playgroups and Parent Groups
This activity aims to provide quality play opportunities at a critical time in a child's development (0–4 years of age). These opportunities will foster children’s language development, development of motor skills and expose children to sensory experiences. It will also provide families with opportunities to establish friendships and long-term social support structures that strengthen social networks and provide community connectedness.
Relevant Legislation

Links to legislation relevant to Office for Children and Early Childhood Development, Department of Education and Early Childhood Development.

Most of the links on this page will take you directly to the appropriate Act or Regulation on the Victorian Legislation and Parliamentary Documents Home Page (www.legislation.vic.gov.au).

Before viewing any of these, you should first read the disclaimer provided on that site.

Adoption
Adoption Act 1984
Adoption Regulations 1998
Family Law Act 1975
Immigration (Guardianship of Children) Act 1986 (Refer Adoption regulations)
Migration Regulations 1958 (Refer Adoption Regulations)
Supreme Court (Adoption) Rules 2005

Children and Young Persons
Child Wellbeing and Safety Act 2005
Children, Youth and Families Act 2005
Children, Youth and Families regulations 2007
Children's Services Act 1996
Children's Services Regulations 1998
Children's Services (fees) Regulations 2005 - S.R.No.100/2005
Coroners Act 1985 (Amendments)
Guardianship and Administration Board Act 1986
Supported Accommodation and Assistance Act 1994 (Housing Act 1983)

Disability
Disability Services Act 1991
Intellectually Disabled Persons' Services Act 1986
Intellectually Disabled Persons' Services Regulations 1997

Education
Education and Training Reform Act 2006

Health
Drugs, Poisons and Controlled Substances Act 1981
Food Act 1984
Food (Forms, Exemption and Registration Details) Regulations 1995
Health Act 1958
Health Act (Further Amendment) Act 1996
Health Records Act (2001)
Health Services Act (1998)
Health (Immunisation) Regulations 1999
Health (Infectious Diseases) regulations 1990
Health services (Conciliation and Review) Act 1987
Infertility Treatment Act 1995
Infertility Treatment Regulations 1997
Occupational Health and Safety Act 1985
Nurses Act (1993)
Mental Health Act 1986
Mental Health Act (Interstate Provisions) 1996
Mental Health (Victorian Institute of Forensic Mental health) Act 1997
Mental health (Amendment) Act 1999

Concessions Related
Local Government Act 1989
Municipalities Assistance Act 1986
State Concessions Act 1986
Water Act 1989
Water (Waivers) regulations 1990
Water Industry Act 1994
State Concessions for Water and Sewerage Charges Order 1997
Water Order 2002 - Non metro Authorities [PDF 87 kb]
Water Order Nov 2002 - Metro Water Companies [PDF 76 kb]

Other
Crimes (Family Violence) Act 1987
Equal Opportunity Act 1995 (Vic)
Freedom of Information Act 1982
Local Government Act 1989
Ombudsman Act 1973
Public Records Act 1973
Application forms for the 2008-2009 Children’s Capital Program

Please use the application forms outlined below. They are available on the web at: http://www.education.vic.gov.au/ecsmanagement/funding/capitalprogram/default.htm

<table>
<thead>
<tr>
<th>Application Forms for the 2008-09 Funding Round</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Part A: Project profile</td>
</tr>
<tr>
<td>✓ Children’s Centres Grants</td>
</tr>
<tr>
<td>• Part B: Financial information in relation to the Applicant</td>
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<td>• Part C: Information about the nominated authority</td>
</tr>
<tr>
<td>Banking Information</td>
</tr>
<tr>
<td>Taxation Information</td>
</tr>
<tr>
<td>Capital Funding Agreement &amp; Property Deed of Charge</td>
</tr>
<tr>
<td>Agency Certification of Expenditure</td>
</tr>
</tbody>
</table>