



Glossary of Terms

When we talk about Children's Services we use terms that have a specific meaning. This glossary provides a definition for these key terms. These terms are used to describe the:

- type of children's service
- type of provider management
- owner of the asset - the building from which the service operates
- owner of the land on which the asset is located
- other key terms used in *Every Child, Our Future: Policy Issues and Options Paper*

Type of children's service

There are many different types of children's education and care services. When we talk about early years or children's services we mean the services that provide education, learning and development experiences from birth to the commencement of primary school years available to families in the City of Port Phillip. These services support the health and wellbeing all children and families. In *Every Child, Our Future: Policy Issues and Options Paper* the use of the term, children's services includes the following services:

- childcare, including:
 - long day care
 - family day care
 - occasional care
- kindergarten including
 - sessional kindergarten
 - extended hours kindergarten
- play groups, including:
 - supported play groups
 - community play groups
- toy libraries

This is defined as the following:

Childcare services	
Long day care service	A centre-based form of service which provides all-day or part-time care for children aged birth to six who attend on a regular basis. ¹ NB: Some long day care services provide a kindergarten teacher or program within their long day care setting. Some long day care providers operate in early learning centres.

¹ 1 ACECQA 2018 p 626 Guide to the National Quality Framework https://www.acecqa.gov.au/sites/default/files/2018-11/Guide-to-the-NQF_0.pdf



Family day care	An education and care service that is delivered through the use of two or more educators to provide education and care to children and operates from two or more residences (National Law). ² NB: There is currently one family day care provider operating in Port Phillip
Occasional care	A limited hours children's service operated under the Victorian Children's Services Act 1996 (Victorian Act) and Children's Services Regulations 2009 (Victorian Regulations). These services may care for or educate from birth to school age. Services may operate as: <ul style="list-style-type: none"> • A stand-alone OCC service • From a Neighbourhood House or Learn Local Centre • From the same premises as another early childhood service being operated by a different service provider such as a kindergarten.³ NB: There is one service operating in South Melbourne.
Kindergarten or preschool services⁴	
4 year old kindergarten	4 year old kindergarten is an early years education program that is partly funded by the Victorian government. The funding is paid directly to the kindergarten and is for 15 hours per week for children in the year before they attend school. This funding is comprised of: <ul style="list-style-type: none"> • A standard amount of funding for each child enrolled. This is partial funding for the cost of delivering the program • Kindergarten fee subsidy that provides a higher level of funding for vulnerable families (e.g. health care card holders, people on humanitarian visas) Four year old kindergarten may be provided: <ul style="list-style-type: none"> • In a sessional kindergarten program (typically part days for 2 – 3 days per week) • In an extended hours program. These programs may also provide some occasional care before or after the kinder session • At an independent or Catholic School Note Where the child attends both long day care and kinder the family/carer needs to nominate the primary kinder setting. Kinder funding is available to children in long day care where this is nominated as the primary kinder setting. A child cannot access kinder funding at both long day care and at kinder. Higher level subsidies are not payable where the child is enrolled in a long day care service where the child care package applies.
3 year old kindergarten	3 year old kindergarten is an early years education program that is not currently funded by the Victorian government. The Victorian Government has committed to funding 3 year old kindergarten and in Port Phillip this will begin rolling out in 2022. Currently there is

² ACECQA 2018 p 624 Guide to the National Quality Framework 2018 https://www.acecqa.gov.au/sites/default/files/2018-11/Guide-to-the-NQF_0.pdf

³ Department of Education and Training 2016 p 22 National Occasional Care Programme Guidelines 2016 <https://www.education.vic.gov.au/Documents/childhood/providers/funding/National%20Occasional%20Care%20Programme%20Guidelines.pdf>

⁴ In Victoria the term kindergarten refers to an education program in the 2 years before starting school. In some other states this program is called pre-school and the term kindergarten refers to the first year of school (what Victorians call Prep) <https://www.education.vic.gov.au/parents/child-care-kindergarten/Pages/kindergarten-programs.aspx>

	<p>state government funding to support some vulnerable children to attend 3 year old and 4 year old kindergarten. This funding is comprised of:</p> <ul style="list-style-type: none"> The early start kindergarten grant to support participation in 3 year old kindergarten for eligible children e.g. children known to child protection and children who are Aboriginal or Torres Strait Islander The early start kindergarten extension grant to support participation in 4 year old kindergarten for eligible children e.g. children who have accessed early start kindergarten grant but who are not eligible for the kindergarten fee subsidy <p>Three year old kindergarten may be provided:</p> <ul style="list-style-type: none"> In a sessional kindergarten program (typically part days for 2 – 3 days per week) In an extended hours program. These programs may also provide some occasional care before or after the kinder session At an independent or Catholic School <p>Note: Three year old kindergarten is not currently a funded services and thus there is no funding where a long day care centre employs a three year old kinder teacher. The early start kindergarten grant and the extension grant are not paid where the child is enrolled in a long day care services where the child care package applies</p>
Playgroup	
	<p>Playgroup is an informal session where parents, carers, babies and children aged birth to school age come together in a relaxed and friendly environment. Playgroups are:</p> <ul style="list-style-type: none"> not-for-profit, run by, and for the parents who attend. usually held once a week for a two-hour session, held in a variety of venues such as church halls, community and neighbourhood centres, Scout or Guide halls, schools and in people's homes. <p>There are two types of playgroup in Port Phillip:</p> <ul style="list-style-type: none"> Community playgroup Supported playgroup
Supported playgroup	Run by a Council facilitator the groups provide parents and caregivers with the opportunity to meet new people, gain support and exchange parenting ideas
Community playgroup	Provide parents and caregivers with the opportunity to meet new people, gain support and exchange parenting ideas. They allow babies, toddlers and pre-schoolers to socialise as they play and learn together.
Toy library	
Toy library	A community-managed service that provides member families with borrower access to a range of toys, games, puzzles and activities that support children's development and imagination.

Type of management

Different types of providers may manage children's education and care services. When we talk about the type of management we mean the type of provider operating the service not how the service is managed.



We have used the Australia Children's and Quality Care Authority classifications (in the Australian Bureau of Statistics' National Early Childhood Education and Care Collection) to identify the type of provider manager. The provider manager is the legal or social entity responsible for managing the delivery of an early childhood education and care service. These classifications apply to childcare and kindergarten. All play groups and toy libraries are not for profit entities.

Note:

- It is not mandatory for services to report provider management type to ACECQA and therefore data may not be current.
- The ACECQA category of Private not for profit – community managed includes community managed centres operating in Council assets and community managed centres operating in other assets.

Local Government managed	These are services that are managed and operated by the City of Port Phillip. There are five child care services that are managed by Port Phillip. These services provide long day care: <ul style="list-style-type: none"> • Four provide services for children aged 0-6 • One (Barring Djinang) provides services for three and four years olds.
Private not for profit – community managed (supported by Council)	These are not for profit organisations that provide long day care for children aged 0-6 or kindergarten children aged 3-4 and who are operating in Council assets with some financial support from Council. In the City of Port Phillip there are currently: <ul style="list-style-type: none"> • eight providers delivering long day care under this arrangement • four providers delivering kindergarten under this arrangement
Private not for profit – community managed (not supported by council)	These are not for profit organisations that provide long day care for children aged 0-6 or kindergarten children aged 3-4 and who are operating in assets <i>not</i> owned by council. These providers do not currently receive financial support from the City of Port Phillip. In the City of Port Phillip there are currently: <ul style="list-style-type: none"> • five providers delivering long day care under this arrangement • two providers delivering kindergarten under this arrangement
Private not for profit – other organisations	These are providers that are not for profit entities but who are not community managed. Typically these are larger organisations that provide a number of services and/ or services at different sites. In the City of Port Phillip there are currently: <ul style="list-style-type: none"> • two providers delivering long day care under this arrangement These providers do not currently receive any support from the City of Port Phillip.
Independent schools	There are currently three independent schools providing a kindergarten program (on extended hours basis) for three and four-year old children.
Catholic schools	None of the Catholic Schools operating in the City of Port Phillip currently provide services for children under primary school age.

Other key terms

Early years services	The services that provide education, learning and development experiences from birth to the commencement of primary school years available to families in the City of Port Phillip. These services support the health and wellbeing all children and families.
Municipal Early Years Plans	Municipal Early Years Plans (MEYs) foster a whole-of-community, whole-of-system approach to building community strength and addressing the underlying causes of inequity and vulnerability of children and families. MEYs are place-based with a focus on prevention, equity, health and long-term social and educational outcomes for children
Early Years Facility Framework	The plan to ensure council assets enable the children's services policy and the municipal early years plan to be delivered. This will be developed after the policy is endorsed.
Property Policy	Port Phillip's property policy will provide a framework for decision making for the strategic management of the portfolio, for repurposing land and buildings, for land acquisitions and sales, and for leasing or licensing facilities to commercial operators and community based organisations. Council is currently consulting on the principles of this policy which include: <ul style="list-style-type: none"> • equity - particularly equitable distribution of council resources • maximising community benefits, particularly benefits aligned with the Council plan • being fit for purpose, including the condition and capacity of the building
Implementation plan	The implementation is a process that turns strategies and plans into actions in order to accomplish council's vision for children's services. The implementation plan will be developed after the children's services policy has been adopted and will be developed in consultation with key stakeholders.
National competition policy	Federal government policy that all local governments (and other government agencies must follow). This policy was introduced in 1995 to ensure that activities undertaken by government compete fairly in the market. This requirement is based on the principle that competitive markets generally best serve the interests of the community. National competition policy only applies to Council-managed significant businesses, not subsidies to community managed providers. Any Council-managed significant business is required to demonstrate that any advantage (eg subsidies) are in the public interest or move to a fully cost-reflective model.
Full cost recovery	An analysis of the net cost of delivering the service or good that accounts full cost of providing the service or maintaining an asset.