

## eKindy in Small Schools

### The delivery of eKindy across the state

- Under a Memorandum of understanding, BSDE coordinates the delivery of the eKindy program across the State.
- The program is funded through the National-State funding arrangements.
- eKindy is required to:
  - meet National Quality Standards
  - deliver programs within National and State legislation and regulations
  - follow State kindergarten policies and procedures, including managing applications for delayed entry and exit from kindergarten.
- The Amended Queensland Education Act:
  - states that eKindy children are **not 'enrolled' in a school**, they are **'registered' for eKindy**
  - defines the categories under which children can register for eKindy
  - notes that eligible families will be charged no fees for eKindy.
- For eKindy children's places to be funded the eKindy program must meet the same criteria as other kindergarten services under the Queensland Kindergarten Funding Scheme (QKFS).
- BSDE is required to ensure the integrity and quality of eKindy. **Teachers** (and **facilitators**) are **required to use the eKindy materials**.

### Eligibility for registration in eKindy

- Children can only register for eKindy if they meet the criteria as defined in the Queensland Education Act. These criteria are different to those for school-aged children.

*A child is eligible for eKindy if they **turn 4 by June 30** in their kindy year and:*

- *they or their parent are Australian citizen or permanent residents of Australia*
- *they fit into one of the following categories:*

**Distance:**

*their residence is at least 16 km by the most direct route by road from the nearest centre-based service catering to kindergarten-aged children.*

**Medical:**

*they have medical certificate stating they are unable to attend a centre-based service for more than 10 consecutive weeks due to their health.*

**Travelling/Itinerant lifestyle:**

*due to the parent's work the child's principal place of residence is likely to change at least twice during the registration year; or the child will have to spend a period of at least 10 weeks, or a number of periods of at least 2 weeks that total at least 10 weeks, away from the child's principal place of residence during the registration year.*

## eKindy facilitator role

**\* Please note – eKindy does not supply funding for a facilitator at a small school but will provide additional on-loan resources for the school to use with eKindy children. The small school will need to source their own funding to support the eKindy program for families attending the small school.**

### eKindy facilitator position description:

#### Position title

eKindy facilitator – small school

#### Location

At an eKindy registered small school

#### Level and salary

- Facilitator/Teacher Aide/Community officer - *determined by the small school's own funding arrangements*
- Number of days worked, break times, leave entitlements and Superannuation entitlements - *determined by the small school's own funding arrangements*

#### Mandatory requirements

- Working with Children – Blue card
- 18 years of age or older

#### Recommended requirements

- Senior first aid qualification (including currency of CPR with managing Anaphylaxis and Asthma)
- Child care/working with children qualification (e.g. Certificate 3 in Early Childhood Education and Care)

#### Position objectives

To facilitate the delivery of the eKindy program to kindergarten-aged children in a small school setting, through collaboration with the eKindy teacher, small school principal and parents.

#### Role/responsibilities

- Use the eKindy materials to plan and organise appropriate learning activities on the days the children attend the school (with the support of the eKindy teacher).
- Provide child-responsive environments that engage kindergarten-aged children actively and meaningfully in learning.

- Supervise and help children to organise materials for the eKindy sessions and take photographs to share with the children, eKindy teacher and parents.
- Record information about what each child did and learned to share with the eKindy teacher during regular sharing and planning meetings (e.g. weekly).
- Regularly discuss with the teacher, the children's learning and future plans for learning activities (e.g. during weekly meetings).
- Work with the eKindy teacher to adjust/modify experiences to suit the children and the school setting.
- Help/monitor the children to join in web sessions while at school.
- Communicate home eKindy experiences/expectations with parents/carers.
- Support children to become familiar with the school and some school routines (e.g. break times, outside play, using toileting facilities, safety).
- Undertake professional development activities (where possible) to ensure the eKindy program aligns with the *Queensland kindergarten learning guideline*, reflects current effective practice in early childhood and in distance education delivery modes.

### Health and Safety

- Understand and follow the guidelines outlined in the **eKindy Health and Safety Policy** at all times.
- Maintain the ratio of a **maximum of 4 eKindy children** under the responsibility of the facilitator at any one time.
- Work with the eKindy teacher to ensure that parents have completed and returned all required forms regarding the safety and health of their child (i.e. current medical information, consent forms and emergency contacts).

### Knowledge and skills

- General understanding of the needs of kindergarten-aged children.
- General understanding of the requirements to plan and implement the eKindy program within a small school setting.
- Strong communication and interpersonal skills, including the ability to liaise and communicate effectively with children, parents, eKindy teacher and school staff.

### Relieving staff for eKindy facilitator

- In the event that the eKindy facilitator is unable to attend (e.g. due to sickness, leave or family emergency), a relief facilitator should be appointed for the small school.
- The relief eKindy facilitator would be required to have a 'Working with children' Blue card and be 18 years of age or older.
- It is recommended that the relief facilitator has some experience or knowledge about working with the eKindy program and registered children (e.g. through prior visits/placements/volunteer work with the eKindy group).
- The eKindy teacher/eKindy manager should be made aware of times that the relief eKindy facilitator will be in attendance, so that appropriate support can be provided.