

# 2024 Preschool Resource Entitlement Statement

Supporting information

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# Contents

Preschool Resource Entitlement Statement .....	5
The annual RES cycle.....	5
Allocation of funding.....	5
Category ranking.....	5
Programs.....	6
Preschool.....	6
Rural Integrated Services .....	6
Occasional care.....	6
Rural care .....	6
Children’s Centres for Early Childhood Development and Parenting.....	6
Playcentre.....	7
Outreach centres .....	7
Preschool Resource Entitlement Statement .....	7
Staffing allocation .....	7
Preschool director (Band A-1 to Band A-3) .....	8
Preschool director adjustment .....	8
Teacher.....	8
Beginning teacher support .....	8
Teacher adjustment .....	9
Early Childhood Workers (ECW) .....	9
ECW adjustment .....	9
24 Hour Face to Face Teacher Time.....	9
Director Workload Reduction.....	9
Director administration supplementation .....	10
Leadership development (TRT days).....	10
Additional administration leadership grant (TRT days) .....	10
Collaborative planning allocation (TRT days) .....	10
Program specific staffing.....	11
Rural Integrated Services and Children’s Centres.....	11
Inclusive Preschool Programs .....	11

Speech and Language Programs .....	11
Occasional care .....	11
Rural care .....	12
Children’s centres – Administration support .....	12
Playcentre ECW.....	12
Aboriginal Family and Literacy Strategy.....	12
Inclusive Education Support Program .....	12
Funding for children in care.....	13
Operating grants.....	14
Training and Development grant.....	14
Breakdown and preventative maintenance .....	14
Centre Operating Grant.....	15
Financial and administrative support grant .....	16
Occasional care parent contribution.....	16
Occasional care operating grant .....	17
Rural care operating grant .....	17
Rural care training and development grant .....	17
Children’s Centre for Early Childhood Development and Parenting grant .....	17
Playcentre operating grant.....	18
Double debiting – Teacher .....	18
Flu vaccinations .....	18
First aid training.....	18
Improved outcomes for numeracy and literacy .....	18
Early Literacy Learning Strategy .....	18
Early Assistance grant .....	19
Early Intervention Assistance grant .....	19
Improved outcomes for children with an additional language or dialect.....	20
Bilingual program.....	20
Other discretionary funding .....	20
Appendix 1 – 2024 standard salary rates.....	21
Appendix 2 – Resource Entitlement Statement .....	23
Sample 2024 Preschool Resource Entitlement Statement .....	23

Appendix 3 – Staffing formulas .....	24
Preschool staffing allocation table .....	24
Occasional care staffing allocation .....	26
Appendix 4 – Staff coding .....	26
Project codes .....	26
Project codes for RES funded staffing allocations .....	26
Project codes for non-RES staffing.....	27
Object codes .....	27
Cost centre .....	27
Table of coding options for RES funded staffing allocations.....	28
Table of coding options for non-RES relief staffing .....	28
Appendix 5 – RES adjustments.....	29
Human resources supplementation .....	29
Preschools with an outreach centre .....	29
Appendix 6 – Resource Allocation Adjustment Panel .....	30
Appendix 7 – Preschool directors’ classification .....	31
Index .....	33

# Preschool Resource Entitlement Statement

This document provides information that supports the Resource Entitlement Statement (RES) for Department for Education stand-alone preschools. Information related to school-based preschools is published in the School RES Notes.

The standard salary rates for 2024 have been updated in line with relevant industrial agreements. As at the time of publication, there was no update to the South Australian School and Preschool Education Staff Enterprise Agreement and therefore most standard salary rates have remained unchanged for 2024. Goods and services indexation has been provided at 2.5%.

## The annual RES cycle

Preschools receive their Resource Entitlement Statement (RES), which includes their updated allocation for 2024, in early Term 1 each year. This RES may then be updated each month depending on additional specific entitlements.

The RES is available on a monthly basis via FABSNet (Menu/Financial Reports/Resource Allocation Reports).

Cashflow reports, site monthly reports and site electronic journals (for those preschools using EDSAS only) following the closure of the ledger will be updated monthly and will generally be distributed on the seventh working day of each month. The June RES will be available mid-July following end of financial year processing.

## Allocation of funding

Total RES funding is cashflowed across the year, with all expenditure (e.g. salaries, breakdown maintenance) that has been spent during the month deducted from the site's cashflow, to determine the net payable or recoverable amount.

If the preschool is entitled to a net payable amount for that month, it will be paid into their SASIF account in the next month. If the preschool however owes funds, the amount owed will be withdrawn from the preschool's SASIF account.

## Category ranking

A preschool's category ranking is a priority assigned annually to each preschool to give an indication of the degree of social disadvantage and geographical isolation.

Currently there are three levels of ranking. Category 1 reflects the centres with the highest need and category 3 those with the lowest need. The ranking process is determined across the State on a 'quota' system with 40% in Category 1, 40% in Category 2 and 20% in Category 3. If your centre has changed ranking from the previous year, to a lower needs ranking, it means that another preschool in the state has an increased need for that year.

# Programs

The Department for Education is responsible for providing preschool education for eligible children, and where possible, supported programs to further the development, education, care and welfare of young children in the community.

## Preschool

Preschool is a play-based, early childhood education program delivered by a four-year degree-qualified early years teacher using the Early Years Learning framework. The South Australian Government in partnership with the Commonwealth Government and all state and territory governments have committed to ensuring that all children have access to 600 hours of preschool in the year before full-time schooling. It should be noted that Preschool Reform Agreement funding is subject to an ongoing commitment from the Commonwealth Government and could be subject to change in the future.

## Rural Integrated Services

Rural Integrated Services refers to Department for Education preschools with a community management childcare operating from the same site. The department preschool director is responsible to the community management group for the childcare operations.

## Occasional care

The Occasional Care program operates in preschool and Children's Centres for Early Childhood Development and Parenting (children's centres) sites in rural and metropolitan areas throughout South Australia. The focus of the program is to provide care for children in communities where there are limited childcare options noting that the overarching priority is for children who are not accessing other early childhood education and care programs.

## Rural care

The Department for Education Rural Care program provides childcare for children from 0-12 years of age and operates in preschool sites in rural and remote communities where the traditional model of centre-based childcare is not viable.

## Children's Centres for Early Childhood Development and Parenting

Children's Centres work alongside children, families and the community to achieve the best possible learning, health, development and wellbeing outcomes.

# Playcentre

A playcentre is a supported playgroup for children before school entry age and their families that offer learning opportunities in small rural communities across South Australia where the number of eligible preschool children is too small to sustain a viable preschool program.

# Outreach centres

Outreach centres are preschool sites that operate as a campus of another stand-alone preschool. Outreach centres are managed via the parent preschool site; however, they are funded in a similar way to other preschools (with the exception of leadership funding). Outreach centres receive a separate Resource Entitlement Statement (RES).

# Preschool Resource Entitlement Statement

The Resource Entitlement Statement is grouped into the main categories of funding:

- Staffing Allocations (preschool and program specific)
- Operating Costs
- Improved Outcomes for Numeracy and Literacy
- Improved Outcomes for Students with English as an Additional Language or Dialect
- Other discretionary funding allocated to the RES or centrally funded resource allocations (detailed in *Appendix 5 – RES adjustments and Appendix 6 – Resource Allocation Adjustment Panel*).

Preschool Reform Agreement funding is subject to an ongoing commitment from the Commonwealth Government and could be subject to change in the future.

# Staffing allocation

The Department for Education ensures that at all times each preschool has sufficient staffing allocated to enable 1 educator for every 10 children in Category 1 sites and 1 educator for every 11 children in Category 2 and 3 sites.

The staffing allocation for preschools is determined in reference to their enrolment caps, which take into account the category ranking of sites. The formulas contain allocations for preschool directors, teachers and early childhood workers. Allocations are inclusive of additional funding under the Commonwealth Government's Preschool Reform Agreement and detailed in *Appendix 3 – Staffing formulas/preschool staffing allocation*. Preschool Reform Agreement funding is subject to an ongoing commitment from the Commonwealth Government and could be subject to change in the future.

Preschools with a full-time allocation are required to operate in accordance with their resource allocation to ensure preschools operate on a full-time equivalent basis.

In addition, preschools may receive term-by-term staffing adjustments, if required, to maintain the level of permanent staff at their preschool, or to meet work health and safety requirements.

Advice to preschools about the staffing arrangements relating to the new mid-year intake will be provided at a later date.

## Preschool director (Band A-1 to Band A-3)

The preschool director is accountable for leading learning, teaching, care and ensuring the appropriate management of the preschool. Preschools are reviewed and classified on an annual basis as determined using the criteria detailed in Clause 3 of Schedule 3 of the 2020 Enterprise Agreement (details in *Appendix 7 – Preschool directors’ classification*). Preschool directors are classified as Band A-1, Band A-2 or Band A-3. Funding and charges for these classifications include on costs and are specified in *Appendix 1 – 2024 standard salary rates*. Preschool director allocations for part-time and full-time centres are specified in *Appendix 3 – Staffing formulas/preschool staffing allocation*.

Preschools receive additional resources to help manage the preschool through the following funding allocations:

- director admin supplementation
- leadership development
- additional administration leadership grant
- Collaborative Planning Allocation
- Financial and Administrative Support Grant

Preschool Directors operating additional programs as outlined below are provided with additional resources to help with the management and support of these programs.

## Preschool director adjustment

Staffing allocations are monitored each term and approved increases in director time for part-time preschools will be adjusted as required/or as the need arises through the RES. Further details are provided in *Appendix 5 – RES adjustments*.

## Teacher

The Department for Education requires all teaching ‘primary contact staff’ within early childhood programs to have an approved early childhood teaching qualification. Preschool teachers are included as Primary Contact Staff who are employed to maintain educator to child ratios. Teacher allocations are specified in *Appendix 3 – Staffing formulas*. The funding and charges are based on Department for Education average teacher costs and include on-costs. The teacher rate is specified in *Appendix 1 – 2024 Standard Salary Rates*.

## Beginning teacher support

Beginning teachers have a reduced teaching contact time and hence an increased allowance of non-contact time. Funding is allocated through the Resource Entitlement Statement on a pro rata basis and is equivalent to 0.1 FTE teacher salary for a full-time beginning teacher and 0.2 FTE teacher for a full-time beginning Aboriginal or Torres Strait Islander (ATSI) teacher.

## Teacher adjustment

Staffing allocations are monitored each term and approved changes to teacher allocations for enrolment cap variations will be adjusted as required through the RES. Further details are provided in *Appendix 5 – RES adjustments*.

## Early Childhood Workers (ECW)

The Department for Education requires all early childhood workers (ECWs) to have an approved early childhood qualification. ECWs are included in educator to child ratios. ECW allocations are specified in *Appendix 3 – Staffing Formulas*. ECW funding and charges are based on Department for Education average ECW costs including on-costs. The ECW rate is specified in *Appendix 1 – 2024 standard salary rates*.

## ECW adjustment

Staffing allocations are monitored each term and approved changes in the ECW allocations for enrolment cap variations will be adjusted as required through the RES. Further details are provided in *Appendix 5 – RES adjustments*.

## 24 Hour Face to Face Teacher Time

Standalone preschools are provided with additional funding to enable them to implement the face to face teaching requirements specified in the South Australian School and Preschool Education Staff Enterprise Agreement 2020. Details are provided in Appendix 3.

## Director Workload Reduction

As part of the South Australian School and Preschool Education Staff Enterprise Agreement 2024, Standalone preschools have been allocated additional funding to help preschool directors manage their workload. This funding will allow for reduction of face-to-face teaching by preschool directors or their staff (if considered desirable by the preschool director), or for the engagement of support staff to assist with administrative work at the preschool.

The funding is equivalent to 0.53 FTE teacher per annum for each full time preschool (pro rata for part time) and will appear in the Staffing Allocation section of the RES.

The additional 0.53 FTE is allocated pro rata based on the total director FTE, including Preschool Reform Agreement funding and additional director entitlements for rural integrated services, children's centres, occasional care and rural care. Allocations have been made at the 2024 standard salary rate for teachers.

As the changes came into effect from Term 2, the 2024 annual allocations have been pro-rated to provide funding for 3 terms.

## Director administration supplementation

An additional 0.1 FTE teacher per annum for each full time preschool (pro rata for part time) for preschool directors to address their workload, will continue in 2024 (in addition to the new Director Workload Reduction allocations).

The additional 0.1 FTE is allocated pro rata based on the total director FTE, including Preschool Reform Agreement funding and additional director entitlements for rural integrated services, children's centres, occasional care and rural care. Allocations have been made at the 2024 standard salary rate for teachers.

The preschool director will determine the most appropriate way to use this funding to reduce their workload. The director should provide information to staff regarding any staffing implications.

## Leadership development (TRT days)

Stand-alone preschools receive an allocation of 4 Temporary Relief Teacher (TRT) days per year to support the professional development of preschool leaders.

## Additional administration leadership grant (TRT days)

The amount available to individual sites will vary depending on the preschool director classification assigned to the site.

The additional resources will be specified as follows:

- Band A-1 (PSD1) = 12 TRT days per annum
- Band A-1 (PSD2) = 12 TRT + 5 TRT days loading per annum
- Band A-2 (PSD3) = 12 TRT + 8 TRT days loading per annum
- Band A-3 (PSD4) = 12 TRT + 8 TRT days loading per annum.

*Appendix 7 – Preschool directors classification* describes these classifications and the typical operations of these centres.

Preschool directors may use this resource to release themselves from their teaching responsibilities and provide a relief teacher replacement for that time. Alternatively, preschool directors may provide time to release teachers to assume some leadership responsibility within the site. A third option would be to employ an additional person to undertake administrative tasks, but advice should be sought from human resource consultants before pursuing this approach because of employment constraints related to Early Childhood Workers, with variations to employment requiring Department for Education/AEU agreement in accordance with the South Australian School and Preschool Education Staff Enterprise Agreement 2020.

## Collaborative planning allocation (TRT days)

This recurrent grant, which enables collaborative work with other preschool and school leaders, provides funding equivalent to 4 TRT days.

# Program specific staffing

## Rural Integrated Services and Children's Centres

Preschool directors working in rural integrated services and Children's Centres for Early Childhood Development and Parenting, where the director is counted as part of the teacher/child staffing ratio shall be entitled to an additional 0.5 FTE teacher to provide 0.5 FTE non-contact time for the director. The allocation will be shown as Director Release Time Rural Integrated Centres / Children's Centres (Tch FTE) in the RES.

In centres where the director is 0.5 FTE, an additional 0.5 FTE director time will be allocated and shown as Integrated Band A-X in the RES.

## Inclusive Preschool Programs

Inclusive Preschool Programs (IPP) support children with disability and high support needs to optimise their learning outcomes within a localised preschool setting. IPPs are provided with an additional 0.6 FTE teacher (Inclusive Preschool Program –Teacher entitlement) and 22.5 hours per week ECW allocation (Inclusive Preschool Program –ECW entitlement). Preschools that offer two IPPs are provided with an additional 1.2 FTE teacher and 45 hours per week ECW allocation.

This staffing allocation is inclusive of a 20% Preschool Reform Agreement loading.

## Speech and Language Programs

Speech and Language Programs (SLPs) provide an intensive level of support for children whose severe specific language and/or speech impairment is their primary area of need, and who are making slow progress with their current targeted level of speech pathology support. These programs are provided with an additional 0.6 FTE teacher, 0.4 FTE speech pathologist and 0.1 FTE psychologist.

This staffing allocation is inclusive of a 20% Preschool Reform Agreement loading.

## Occasional care

Preschool directors in a part time rural centre with 2 or more sessions of occasional care are provided with an additional 0.1 FTE for administration.

The allocation of staff hours (see *Appendix 3 – Staffing formulas/occasional care staffing allocation*) is based on:

- the configuration of the occasional care session of either 2.75 hours or 3 hours (Note: services in regional and rural areas may have approval to offer a 4-hour session)
- non-contact time (calculated as 10% of contact time, capped at 3 hours)
- preparation and pack up time (30 mins per session)
- administration time (1 hour per week for the ECW2).

## Rural care

Preschool directors working in part-time services with a rural care program will increase their time fraction by 0.1 FTE (Rural Care Band A-1). An additional 0.1 FTE is provided for administrative support subject to availability of funding.

A single rural care worker program is provided with an allocation of 55 hours per week of ECW time (Rural Care ECW) to cover child contact time and hand over between shifts.

An additional 3 hours ECW2 time is allocated per week for planning and programming.

For each day that the service is approved to operate with an additional worker(s), an additional 11 hours of ECW time is provided for each approved worker.

## Children's centres – Administration support

Funding calculated at 18.75 hours (0.5 FTE) early childhood worker (ECW) is provided to support a range of reception and administration duties. The allocation will be shown as Children's Centres – Admin Support (ECW hrs) in the RES.

## Playcentre ECW

Playcentres are funded for one or two sessions a week. Playcentre leaders are employed for 3.75 hours per session. This includes running the playcentre session, setting up and packing up and planning. This allocation is for the employment of an ECW at ECW2 classification. The allocation will be shown as Playcentre ECW in the RES.

## Aboriginal Family and Literacy Strategy

The program provides an additional teacher allocation to nominated preschools to support Aboriginal three-year-old children and their families to be fully engaged in a preschool program. The aim of the program is to improve the educational outcomes for these children and, in particular, their literacy outcomes.

## Inclusive Education Support Program

The Inclusive Education Support Program (IESP) grant is provided to preschools to fund interventions and supports for children with disability and/or additional needs. Children requiring disability support funding that is less than 8 hours per week will be allocated funds from the site IESP grant. This grant is allocated on a per capita basis, weighted for the socio-economic status of each site. The status of each preschool has been determined using an Index of Educational Disadvantage.

Sites will be required to provide data in term 4 to inform the preschool to school transition allocation process for children with extensive adjustment allocations of 4-8 hours per week. Sites will receive an email with instructions in term 3.

IESP grant funding will be provided from the start of the year in each preschool's Resource Entitlement Statement, providing certainty of funding to meet the identified needs of children with disability enrolled.

The following final per capita rates apply for 2024. Funding is calculated on the average enrolment from term 4 2022 to term 3 2023.

IoED	Stand-alone preschools
1	\$604
2	\$539
3	\$475
4	\$409
5	\$345
6	\$280
7	\$216

Where sites are experiencing a cost pressure on the site IESP grant to meet the adjustment needs of children with up to 8 hours per week, in a given year, they can request a site grant review.

A budgeting reporting tool has been developed for sites to track expenditure of their IESP site grant.

Preschools are not expected to fund extensive adjustments (8 hours per week or more) from their IESP site grant.

Preschool children with extensive adjustments (8 hours per week or more) will be funded through an online application process submitted by the preschool director via Eduportal.

## Funding for children in care

### Transition funding for children in care

Preschools will receive \$1,008.50 funding per child in care not already receiving individualised IESP funding. This will be provided at the point when a child is coming into care and/or at key transition points in their education to support learning outcomes.

# Operating grants

## Training and Development grant

The Training and Development grant is based on a site's total FTE allocation multiplied by distance from the Adelaide GPO multiplied by a staff turnover factor for all sites:

Site FTE X Distance from Adelaide GPO X Staff turnover for all sites = T&D grant.

The grant is inclusive of a 25% Preschool Reform Agreement Access loading.

Training and Development grants are required to be expended, as determined by the preschool director, on improved teaching and learning in literacy and numeracy.

## Breakdown and preventative maintenance

The breakdown and preventative maintenance grant allocation is based on the following formula:

**A** = Base allocation of \$2,611.24 per site

**B** = Room area per site

**C** = Locality Index per site

**D** = Rate of \$7.34 per square metre

**E** = Upper limit of \$4,568.45 per site.

Funding is provided at the lower of  $A + (B \times C \times D)$  and E (the upper limit).

The room areas are multiplied by a locality index (sourced from the DIT – Locality Dispersion Index, which measures distance from Adelaide) to determine the adjusted space entitlement for each preschool. The locality index has increments ranging from 1.0 for metropolitan preschools to 2.0 for our most remote preschools.

Expenditure of breakdown maintenance funding is underpinned by the definition of breakdown maintenance works:

*Breakdown maintenance activities are those works associated with the repair and servicing of site infrastructure, buildings, plant or equipment within the site's agreed building capacity allocation which have become inoperable or unusable because of the failure of component parts.*

Works outside of these guidelines should not be actioned using breakdown maintenance funding.

**Note:** There may be a delay between the time that maintenance work is carried out and when the account is presented for payment.

All works outside of the breakdown maintenance definition guidelines should be raised with Asset and Facility Services for corporate investigation and consideration.

Allocations have been increased by the approved 2024 goods and services indexation rate of 2.5%.

# Centre Operating Grant

The *Centre Operating Grant* has **fixed** and **variable** components.

## Fixed component

The fixed component represents a contribution to the basic expenses such as cleaning incurred when the preschool is in use. This component is based on the capacity of the centre (the number of children it can accommodate) and the number of sessions that were offered per week in Term 2 of the previous year.

There are four sections relating to the capacity of the fixed operating grant, section A, B, C and D:

- A** Part-time centres with a maximum capacity of 30
- B** Full-time centres with a maximum capacity of 60  
Part-time centres with a maximum capacity of 60
- C** Preschools with a capacity of 60 plus
- D** Preschools with outreach centres.

Section	2024 Annual Grant	Preschool Sessions per Week	Outreach Sessions per Week	Capacity
A	\$2,570.04	4		Maximum 30
B	\$4,497.88	8 or more		Maximum 60
	\$3,921.42	7		Maximum 60
	\$3,171.88	6		Maximum 60
	\$3,007.37	5		Maximum 60
	\$2,782.52	4		Maximum 60
C	\$6,863.00	8 or more		60+
	\$6,007.15	7		60+
	\$5,140.44	6		60+
	\$4,288.70	5		60+
	\$3,429.31	4		60+
D				Preschools with Outreach Centres
	\$9,220.66	8 or more	8 or more	Preschool 60+ / Outreach 60+
	\$7,462.37	8 or more	4	Preschool 60+ / Outreach Maximum 60
	\$7,244.81	8 or more	4	Preschool 60+ / Outreach Maximum 30

The amount has been increased by the approved 2024 goods and services indexation rate of 2.5%.

Please note that the preschool sessions per week do not include additional hours provided through the

Preschool Reform initiative.

## Variable Component

The variable component is a contribution towards resources and consumable materials and is determined by the attendance data for each preschool during the previous year. The grant consists of an attendance and needs-based calculation. The amount has been increased by the approved 2024 goods and services indexation rate of 2.5%.

The grant is inclusive of a 25% Preschool Reform Agreement Loading.

The approximate amounts per attendance for the variable component (including Preschool Reform Agreement funding) for 2024 are as follows:

<b>Per Capita Allocation</b>	\$0.238
<b>Needs Based Allocation</b>	
Category 1	\$0.161
Category 2	\$0.091
Category 3	-

## Financial and administrative support grant

This recurrent grant supports the preschool's financial management and administrative functions. The grant of \$74.75 per preschool child is calculated using the average attendance figure from the previous year. The grant amount has been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Occasional care parent contribution

The Early Years System (EYS) is used by sites to manage enrolment, booking, attendance, receipting and reporting processes. Occasional care parent contributions are banked into the preschool bank account and are recorded to the occasional care revenue line in the financial records. This money is then recovered centrally via the RES.

At the end of each term, sites are required to verify and submit their occasional care bookings and parent contribution amount and submit this data via the EYS OC Utilisation page by the end of week 3 the following term. This data is used to transfer the parent contribution amounts deposited into a corporate budget via a negative allocation in the RES. Sites should be aware that bad debts and the waiving of parent contributions will need to be compensated for by site resources.

## Occasional care operating grant

The operational grant contributes to ongoing non-salary costs for the occasional care service such as materials, equipment, utilities and services.

This grant comprises a base grant of \$720.21 with an additional \$55.08 per child place offered. Child places are calculated on 4 places for an under 2-year-old session and 8 places for an over 2-year-old session. The amount has been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Rural care operating grant

The preschool providing the rural care program is allocated a base operating grant of \$17,654.70 and an additional allocation of \$792.00 for each additional day that a two-worker program is provided, to a maximum of \$21,614.51. The allocations have been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Rural care training and development grant

Each rural care site will be allocated \$2,679.09 to support the training and development for educators employed in the rural care program. The allocations have been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Rural care equipment grant

Each rural care site is allocated \$2,679.09 to purchase equipment and resources for children attending the rural care program. Allocations have been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Children's Centre for Early Childhood Development and Parenting grant

The Children's Centre for Early Childhood Development and Parenting (Children's Centres) grant includes the following components:

### Children's Centres – Allied Health goods and services (for sites with a speech pathologist and/or occupational therapist)

This grant is provided to support the practical management of allied health programs implemented by the speech pathologist and/or occupational therapist.

### Children's Centres – Family and community programs goods and services

This grant is provided to support the management and delivery of family support programs by the children's centre. The allocation per children's centre is \$3,904.12. Allocations have been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Playcentre operating grant

The playcentre grant supports the operation of the play centre. The allocation per site is \$3,394.57 for 1 playcentre session and \$4,244.52 for 2 sessions. This operating grant includes funding for general goods and services, equipment and professional learning indexed at the approved 2024 goods and services indexation rate of 2.5%.

## Double debiting – Teacher

A double debit reimbursement is provided whenever a site has been charged twice for the same position during a vacation period. This may occur when the site is charged both for the employee on leave (e.g. long service leave, maternity leave) and the replacement employee.

This does not apply where the replacement is a TRT, HPI, claim paid ECW or a TPT (unless converted online).

## Flu vaccinations

Funding is provided on an annual basis for the Department for Education Seasonal Influenza Vaccination Program, to provide flu vaccinations for Department for Education employees who choose to be vaccinated. Sites can seek reimbursement for the cost of staff being vaccinated for seasonal flu by completing a 'Flu Vaccination Reimbursement Form' and submitting the form to the Site Allocations unit.

## First aid training

Preschools receive an annual allocation based on Department for Education workforce information collection and student enrolment data. The funded amount is based on the number of first aiders required to be trained as per the first aid in schools and preschools policy.

## Improved outcomes for numeracy and literacy

This funding will support the initiatives within the Numeracy and Literacy Strategy. It provides resources for sites to focus on the improvement of learners' numeracy and literacy outcomes and staff professional learning within a whole site approach. These funds are targeted to support learning design, assessment and reflective practice using the indicators of preschool numeracy and literacy to demonstrate progress for all children.

The following components make up the current preschool numeracy and literacy improvement funding allocation:

### Early Literacy Learning Strategy

This funding is allocated to support children in early literacy learning and development. It contributes to preschool based early literacy initiatives and improvement. Preschools will be advised of their allocation by letter in term 4 2021. Site leaders are accountable to the education director and the governing council for the management of this resource and subsequent outcomes through the site annual report.

The Aboriginal Family Literacy Strategy funding is now provided as a staffing allocation rather than as part of

the Early Literacy Learning Strategy grant funding (refer to Program specific staffing).

## Early Assistance grant

The Early Assistance grant is formula based, utilising the enrolment data and category ranking of the preschool to determine the level of funding. The grant is calculated on the average enrolment (Term 4 2022 to Term 3 2023) multiplied by the category ranking dollar value plus a base amount of \$486.

Category Ranking	\$ Value
Ranking 1	\$15.71 per average enrolment
Ranking 2	\$11.44 per average enrolment
Ranking 3	\$ 5.71 per average enrolment

These allocations include an additional 25% Preschool Reform Agreement loading and have been increased by the approved 2024 goods and services indexation rate of 2.5%.

## Early Intervention Assistance grant

The Early Intervention Assistance grant is allocated to support the development of literacy skills in the children attending the preschool. The allocation per site is determined using the preschool's category ranking and enrolment data. The grant is calculated on the average enrolment (Term 4 2022 to Term 3 2023) multiplied by the category ranking dollar value. The grant amounts have been increased by the approved 2024 goods and services indexation rate of 2.5%.

Category Ranking	\$ Value
Ranking 1	\$ 82.38 per average enrolment
Ranking 2	\$ 52.54 per average enrolment
Ranking 3	\$ 24.13 per average enrolment

These allocations include an additional 25% Preschool Reform Agreement loading.

# Improved outcomes for children with an additional language or dialect

## Bilingual program

On application, the Preschool Bilingual Program provides funding to support children from Culturally and Linguistically Diverse (CALD) backgrounds and Aboriginal children who have little or no English at the time of enrolment.

Site leaders are accountable to the education director and governing council for the management of this resource and subsequent outcomes through the site annual report.

## Other discretionary funding

Other discretionary funding may include items such as salary recovery, reimbursements, RAAP etc.

# Appendix 1 – 2024 standard salary rates

The *Standard Salary Rates* include changes arising from the South Australian School and Preschool Education Staff Enterprise Agreement 2020. The rates include leave loading, superannuation, payroll tax, workers compensation and long service leave on-costs.

Standard salary rates utilise an average in/ average out approach to ensure that there is no reason for the preschool to employ less experienced/costly staff.

## 2024 STANDARD SALARY RATES - PRESCHOOLS

Category of Staff	2024 Standard Salary Rates	2023 Standard Salary Rates	Percentage Increase
LEADERSHIP BAND A-1	\$155,996	\$155,996	0%
LEADERSHIP BAND A-2	\$166,162	\$166,162	0%
LEADERSHIP BAND A-3	\$176,335	\$176,335	0%
TEACHERS	\$121,556	\$121,556	0%
EARLY CHILDHOOD WORKER - Annual	\$77,697	\$77,697	0%
EARLY CHILDHOOD WORKER	\$39.84	\$39.84	0%
EARLY CHILDHOOD WORKER - Contract	\$49.33	\$49.33	0%
EARLY CHILDHOOD WORKER - Daily	\$369.98	\$369.98	0%
TEMPORARY RELIEVING TEACHER	\$587.00	\$587.00	0%

Employee type	Hourly rate	Daily rate (7.5 hrs)	Fortnightly salary rate	Annual salary rate
ECW Level 1, 2 & 3	\$39.84	\$298.80	\$2,988	\$77,697
ECW Contract Level 1, 2 & 3	\$49.33	\$369.98	\$3,699.80	\$77,697
Teacher		\$467.52	\$4,675.20	\$121,556
Contract teacher		\$587.23	\$5,872.30	\$121,556
Temporary Relieving Teacher (TRT) (daily rate)	\$80.97	\$587.00		
Leadership Band A1		\$599.98	\$5,999.80	\$155,996
Leadership Band A2		\$639.08	\$6,390.80	\$166,162
Leadership Band A3		\$678.21	\$6,782.10	\$176,335

# Appendix 2 – Resource Entitlement Statement

## Sample 2024 Preschool Resource Entitlement Statement

### Preschool Resource Entitlement Statement Sample

Funding Line / Item	Total
<b>Preschools</b>	
Staffing Allocation	\$789,558.84
Operating Costs	\$23,006.05
Improved Outcomes for Numeracy and Literacy	\$11,775.81
Improved Outcomes for Students with Additional Language or Dialect	\$12,852.36
Other Discretionary Funding	\$7,743.77
<b>TOTAL Preschools</b>	<b>\$844,936.83</b>
<b>TOTAL RESOURCE ENTITLEMENT STATEMENT</b>	<b>\$844,936.83</b>

ADDITIONAL INFORMATION								
Category Ranking: 2	Floor Area (sq m) 265							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 2px;">Occasional Care Sessions</th> <th style="text-align: center; padding: 2px;">Under 2</th> <th style="text-align: center; padding: 2px;">Over 2</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Sessions</td> <td style="text-align: center; padding: 2px;">0</td> <td style="text-align: center; padding: 2px;">0</td> </tr> </tbody> </table>	Occasional Care Sessions	Under 2	Over 2	Sessions	0	0	Prior Year Average Attendance 87.88	
Occasional Care Sessions	Under 2	Over 2						
Sessions	0	0						

# Appendix 3 – Staffing formulas

## Preschool staffing allocation table

The staffing allocation for preschools is determined in reference to their enrolment cap which takes into account the category ranking of sites. Allocations are inclusive of additional allocations for Preschool Reform Agreement funding to preschool. It should be noted that Preschool Reform Agreement funding is subject to an ongoing commitment from the Commonwealth Government and could be subject to change in the future.

Enrolment Cap		Director (FTE)		Teacher (FTE)		ECW (hours per week)	
Category Ranking		Base Allocation	Total with Preschool Reform Agreement Funding	Base Allocation	Total with Preschool Reform Agreement Funding	Base Allocation	Total with Preschool Reform Agreement Funding
1	2 & 3						
10	11	0.5	0.6	0	0	18.75	18.75 <sup>1</sup>
15	15	0.5	0.6	0	0	18.75	22.5
20	22	0.5	0.6	0.5	0.6	0	0
30	33	0.5	0.6	0.5	0.6	18.75	22.5
40	44	1.0	1.0	1.0	1.4	0	0
50	55	1.0	1.0	1.0	1.4	18.75	22.5
60	66	1.0	1.0	1.0	1.4	37.5	45
70	77	1.0	1.0	1.0	1.4	56.25	67.5
80	88	1.0	1.0	1.0	1.4	75	90

<sup>1</sup> A second staff member is provided for 18.75 hours per week to ensure that a staff member does not work alone. No Preschool Reform Agreement funding allocation is necessary.

Enrolment Cap		Director (FTE)		Teacher (FTE)		ECW (hours per week)	
Category Ranking		Base Allocation	Total with Preschool Reform Agreement Funding	Base Allocation	Total with Preschool Reform Agreement Funding	Base Allocation	Total with Preschool Reform Agreement Funding
1	2 & 3						
90	99	1.0	1.0	1.5	2.0	75	90
100	110	1.0	1.0	2.0	2.6	75	90
110	121	1.0	1.0	2.5	3.2	75	90
120	132	1.0	1.0	3.0	3.8	75	90
130	143	1.0	1.0	3.0	3.8	93.75	112.5
140	154	1.0	1.0	3.0	3.8	112.5	135

Funding for 24 hours face-to-face teaching in stand-alone preschools				
Enrolment cap	Enrolment cap	Top up director	Top up teacher	Total
Ratio 1:10	Ratio 1:11	(FTE)	(FTE)	
(category 1)	(category 2 and 3)			
10 or 15	11	0.025	0	<b>0.025</b>
20	22	0.025	0.025	<b>0.05</b>
30	33	0.025	0.025	<b>0.05</b>
40	44	0	0.1	<b>0.1</b>
50	55	0	0.1	<b>0.1</b>
60	66	0	0.1	<b>0.1</b>
70	77	0	0.1	<b>0.1</b>
80	88	0	0.1	<b>0.1</b>
90	99	0	0.125	<b>0.125</b>
100	110	0	0.15	<b>0.15</b>
110	121	0	0.175	<b>0.175</b>
120	132	0	0.2	<b>0.2</b>
130	143	0	0.2	<b>0.2</b>
140	154	0	0.2	<b>0.2</b>

# Occasional care staffing allocation

Sessions per Week	Primary worker Over 2-year-old session(s) ECW2 / SSO2 hours			Secondary worker Under 2-year-old session(s) ECW1 / SSO1 hours		
	2.75 hour session(s)	3 hour session(s)	4 hour session(s)	2.75 hour session(s)	3 hour session(s)	4 hour session(s)
	1	4.75	5	6	3.75	4
2	8.25	8.75	10.75	7.25	7.75	9.75
3	11.75	12.5	15.50	10.75	11.5	14.5
4	15.25	16.25	20.25	14.25	15.25	19.25
5	18.75	20	25	17.75	19	24
6	22.25	24	30	21.25	23	29
7	25.75	27.75	34.75	24.75	26.75	33.75
8	29.25	31.5	39.5	28.25	30.5	38.5

The site leader must ensure that staff contracts accurately match the occasional care session allocation for each year and that ECW hours are charged to the occasional care project code 222.

To enable the consistent allocation of staffing hours across the program, ECW2 hours are linked to the over-2-year-old sessions and ECW1 hours are linked to the under-2-year-old sessions. However, provided that the educator-to-child ratios are met, the ECW2, or ECW1 may be deployed across either session at the site leader’s direction.

## Appendix 4 – Staff coding

### Project codes

#### Project codes for RES funded staffing allocations

Project code 233 is used for all preschool formula-based staffing, directors, teachers and early childhood workers, in the RES.

Project code 233 is used for all contracts for Preschool Bilingual Early Childhood Workers in the RES.

Project code 233 is used for contracts for Preschool Support Workers/Early Childhood Workers being funded via the Inclusive Education Support Program.

Project code 233 is used for contracts for Playcentre Employees in the RES.

Project code 222 is used for all occasional care Early Childhood Worker / School Support Officer salaries in the RES.

Project code 238 is used for leadership days and any additional purchased staff from resources in the RES or locally funding.

Project code 738 is used for all rural care early childhood worker salaries in the RES.

**It is imperative that site staff ensure that they click 'save' after entering project codes for RES funded staffing allocations prior to moving to other tabs within the system. If this is not done, the project code will default back to project code 233 and payment of the staff's wages will come out of the site's RES.**

## Project codes for non-RES staffing

Project code 230 is used for sickness and special leave with pay. Preschools do not receive an allocation for TRTs in the RES as schools do. Therefore, if a teacher or early childhood worker is on sick and special leave with pay, project code 230 is to be used for relief for that day.

Project code 320 is used for all rural care early childhood worker salaries related to relief staffing for:

- sick leave
- annual leave
- relief staff for special needs children (ISS).

## Object codes

The object code in the account number section COSTING OVER RIDE is after the project code.

- 71111 permanent or contract director or teacher
- 71112 permanent or contract ECW
- 71114 relief director and teacher
- 71119 relief ECW1 and ECW2.

## Cost centre

The cost centre (or centre location) number goes last in the account number section.

## Table of coding options for RES funded staffing allocations

The following summary tables provide all of the available coding options for preschool staffing:

Project Code	Object Code	Centre Location #	Details
233	71111	9425	Preschool director /teacher
233	71112	9425	Preschool ECW
233	71112	9425	Bilingual ECW
233	71112	9425	Preschool Support ECW
222	71112	9425	Occasional care ECW
222	71119	9425	Occasional care relief
238	71119	9425	Purchase additional ECW
238	71114	9425	Purchase additional teacher
738	71112	9425	Rural care ECW

## Table of coding options for non-RES relief staffing

Project Code	Object Code	Centre Location #	Details
230	71114	9425	Preschool relief director/teacher
230	71119	9425	Preschool relief ECW
320	71112	9425	Rural care relief

# Appendix 5 – RES adjustments

## Human resources supplementation

- The RES includes negotiated adjustments for over-base staff and site-specific issues that are for a full year.
- Negotiated staffing adjustments of less than a full year will appear on the preschool's RES as an approved adjustment.
- Staffing allocations are monitored each term and approved increases in staffing will be adjusted as required through the RES.
- Significant decreases in enrolments below the enrolment cap may lead to a reduction in staffing. The adjustment will be made as required through the RES.
- There is no Temporary Relieving Teacher (TRT) allocation in the preschool RES to cover staff absences for sick leave and special leave with pay. Charges to cover sick leave and special leave with pay are covered by central office
- If an individual staff member is absent for 20 or more consecutive sick leave days, this becomes extended sick leave.

## Preschools with an outreach centre

Preschools with an outreach centre will be funded through a separate RES.

- All entitlements for the outreach centre will be included in the outreach RES, preventing any under or over statement of entitlements.
- The average attendance for the preschool and outreach centre will be shown on their respective RESs.
- All grant entitlements for the outreach centre will be included in its RES.
- Human resource entitlements for the outreach centre will be included in its RES.
- The enrolment data collection will need to be reported against each centre location number to facilitate the calculation of the correct entitlements for each site.

# Appendix 6 – Resource Allocation Adjustment Panel

The Resource Allocation Adjustment Panel (RAAP) was formed to consider above staffing formula entitlements that reflect policy determinations, industrial requirements or agreed positions. The Minister approved the formation of RAAP in 2003 based on a working party recommendation that reviewed processes of approving negotiated adjustments for the current staffing process.

The panel members consist of:

- Director, Funding (Chair)
- Director Review Improvement and Accountability
- Director, Employee Relations
- Assistant Director, Budget Management

Advisors to the Committee will be:

- Director, Engagement and Wellbeing
- Director, Inclusive Teaching and Learning

RAAP applications for disabilities, medical needs and behaviour management now form part of the Inclusive Education Support Program online process.

Applications should include the justification for additional resources, the proposed duration of funding, performance criteria, review process, risk management plans, business plans, and cost/benefit analysis. The preschool's education director must endorse the director's funding request.

An email detailing the Panel's decision will be sent to the preschool director by RAAP and a copy forwarded to Inclusive Teaching and Learning for reference purposes.

An appeal process has also been established for preschools that are dissatisfied with the panel's decision. In these cases, preschools have the opportunity to submit written justification outlining reasons for the department to reconsider its decision.

# Appendix 7 – Preschool directors’ classification

The following Clause 3 extract from *Schedule 3 – Classifications of the South Australian School and Preschool Education Staff Enterprise Agreement 2020* describes how preschool directors are classified.

## 3. Leadership Positions – Preschool Directors

3.1 Preschool Directors will be classified as follows:

### Band A-1 Classification (PSD1)

Includes all centres not included below and equates to the existing Standard Kindergarten classification.

### Band A-1 Classification (PSD2)

Includes all centres which fall into one or more of the following categories:

- A complexity factor (see following section) between 385 and 475 inclusive.
- An occasional care program with 4 – 12 sessions inclusive.
- A rural care program.
- A speech and language program.
- An inclusive preschools program for children with disabilities with high support needs.

### Band A-2 Classification (PSD3)

Includes all centres which fall into one or more of the following categories:

- Average attendance of 86 or more children as determined by the Preschool Staffing Exercise.
- A centre with an outreach kindergarten.
- A complexity factor of 476 or greater.
- A speech and language program and an occasional care program.
- An occasional care program with more than 12 sessions.
- An inclusive preschools program for children with disabilities and high support needs and an occasional care program.

### Band A-3 Classification (PSD4)

All Preschool Directors engaged in one of the following centres shall be classified as Band A-3:

- Children’s Centres for Early Childhood Development and Parenting;
- A Centre with a childcare component including a Centre with long day care places;
- Integrated Sites including:
  - Rural Integrated Centres;
  - Centres integrated with childcare; and
  - Centres integrated with at least one government or non-government agency.

### **3.1.1 Complexity Factor**

The complexity factor for centres is determined in the following manner:

- The average staffing attendance figure from the Preschool Staffing Exercise multiplied by a factor of three.
- The total enrolment figures for Term 4.
- The number of Aboriginal children enrolled in the centre for Term 4 multiplied by a factor of two.
- The number of children from non-English speaking background enrolled in the centre for Term 4.
- The number of occasional care sessions multiplied by a factor of four.
- The notional school card indicator multiplied by a factor of three.
- The sum of all these figures gives the total complexity factor.

# Index

24 hour face to face teacher time .....	9	Leadership development .....	10
Aboriginal Family and Literacy Strategy .....	12	Object codes .....	27
Additional administration leadership grant .....	10	Occasional care .....	6, 11, 26
Annual budget cycle .....	5	Occasional care fees .....	16
Beginning teacher support .....	8	Occasional care operating grant .....	17
Bilingual program .....	20	Occasional care staffing .....	26
Category ranking .....	5	Operating grants .....	14
Centre Operating Grant .....	15	Outreach Centre .....	29
Centre Operating Grant – Fixed component .....	15	Outreach centres .....	7
Centre Operating Grant – Variable component .....	16	Playcentres .....	7
Children’s Centres .....	6, 17	Playcentres ECW .....	12
Children’s centres – Administration support .....	12	Playcentres operating grant .....	18
Collaborative planning allocation .....	10	Preschool .....	6
Cost centre .....	27	Preschool director classification .....	31
Director admin supplementation .....	10	Preschool Reform Agreement .....	7
Director release time integrated centres .....	11	Program specific staffing .....	11
Director Workload Reduction .....	9	Programs .....	6
Discretionary funding .....	20	Project codes .....	26
Double debiting .....	18	RAAP .....	30
Early Assistance grant .....	19	Relief staffing codes .....	28
Early Intervention Assistance .....	19	RES adjustments .....	7, 8, 9, 29
Early Literacy Learning Strategy .....	18	RES staffing codes .....	28
Early years literacy and numeracy .....	18	Resource Allocation Adjustment Panel .....	7, 30
Financial and administrative support .....	16	Resource Entitlement Statement .....	7, 23
First aid training .....	18	Rural care .....	6, 12
Flu vaccinations .....	18	Rural Care Band A-1 .....	12
Funding for children in care .....	13	Rural care operating grant .....	17
HR supplementation .....	29	Rural integrated services .....	11
Improved outcomes for children with additional language or dialect .....	20	Staff coding .....	26
Improved outcomes for numeracy and literacy .....	18	Staffing allocation .....	7
Inclusive Preschool Program –ECW entitlement .....	11	Staffing allocation – Director .....	8
Inclusive Preschool Program –Teacher entitlement .....	11	Staffing allocation - ECW .....	9
Inclusive Preschool Programs .....	11	Staffing allocation – Teacher .....	8
Integrated Band A .....	11	Staffing allocation table .....	24
Integrated centres .....	6	Standard salary rates .....	21