



## Parent Advisory Group (PAG) INFORMATION

KINDERGARTEN AND EARLY CHILDHOOD SERVICE  
WEST WIMMERA SHIRE COUNCIL

The 2016–2017 shift from Kindergarten Cluster Management to Early Years Management (EYM) clarified that PAGs have an advisory function—not a direct management role. This change allows educators and EYM staff to focus on running high-quality educational programs, while PAGs contribute community input and support.

*Supporting Community, Connection & Fun at Kindergarten*

### 1. Welcome

Thank you for joining our Parent Advisory Group (PAG). Our goal is simple: build community, support social inclusion, and create fun opportunities for families connected to the kindergarten.

Because West Wimmera Shire Council (WWSC) manages the kindergarten through the Early Years Management (EYM) model, parents/carers/families do not need to run the service, hold formal roles, or take on responsibilities like staffing, finances, or governance.

Parents/carers/families just get to enjoy contributing, connecting, and being part of the kinder community.

### 2. What is Early Years Management (EYM)?

WWSC is the Approved Provider responsible for all compliance, operations, staffing, finances, and regulations. EYM organisations must:

- Meet all requirements of the Education and Care Services National Law and Regulations
- Maintain strong governance, leadership, and management practices
- Continuously improve service quality
- Deliver safe, high-quality, inclusive early childhood programs

This professional management frees parents/carers/families to focus on supporting their child and contributing socially, without the pressure of running the kindergarten.

### 3. What This Means for Parents

Parents/carers/families CAN:

- Help build a welcoming, inclusive community
- Participate in social activities and kinder events
- Support educators with program-informed needs
- Assist with small fundraising ideas linked to the learning program
- Enjoy involvement without formal responsibilities

Parents DO NOT Need To:

- Manage finances or handle money
- Make operational decisions
- Oversee educators or staffing
- Hold official roles like “president”

*Thank you for your contribution to the Kindergarten!*



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- Organise large events or take on formal obligations

Your role is supportive, social, and optional designed to enhance your child's kindergarten experience and strengthen community connections.

### 4. Purpose of the Parent Advisory Group

The PAG is here to:

#### 1. Build Community

- Encourage friendships and belonging
- Create opportunities for parents/carers/families to connect
- Support an inclusive, friendly kinder environment

#### 2. Support the Kindergarten Program

- Offer ideas and feedback
- Assist educators upon request
- Respect that program decisions come from the teaching team

#### 3. Fundraise Only When Needed

Fundraising is small, optional, and only based on teacher-informed needs linked to the kindergarten program.

- Educators identify what the program requires.
- PAG may support these needs if they choose.
- WWSC manages all finances, banking, and compliance.
- PAG are not required to hold or manage money.
- A Fundraising Plan is required to be submitted for approval prior to any fundraising event.

Fundraising should always feel easy, positive, and community focused.

All funds raised by Parent Advisory Groups and any equipment purchased are considered Council assets. To ensure safety and compliance, all maintenance of equipment and buildings must be carried out by Council.

### 5. Events

PAG events are a great way to connect, meet other families, and enjoy the community. They are intended to remain simple, social, and low-pressure.

When an event is run under the kindergarten's name, the following applies:

- A risk assessment must be completed
- Any required Working with Children Checks must be valid
- The event must be registered through the WWSC Events page ([www.westwimmera.vic.gov.au/Events](http://www.westwimmera.vic.gov.au/Events))
- The WWSC Events Coordinator can assist with planning and forms

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- Photography and video are not permitted at kindergarten-related events to meet Child Safe Standards

Offsite PAG gatherings outside kinder hours (e.g., parent coffee catchups, family park meetings) can still occur and are a great way to stay connected—they just shouldn't be promoted as formal kindergarten events.

End-of-year and celebrations are held during session time to keep children safe and avoid adding workload pressures to educators.

Any events are up to the discretion of the Nominated Supervisor (Early Childhood Teacher) of the service and is not an expectation of the National Quality Framework.

### 6. Working With Children Checks (WWCC)

You do not need a WWCC for:

- Regular drop-off and pick-up
- Settling your child

You do need a WWCC for:

- Volunteering independently in the program (including excursions/incursions)
- Participating in organised children's events

For most parents/carers/families, a WWCC is only required if you wish to be more involved in the program. We warmly welcome parents and carers to share their skills—whether helping on excursions or contributing activities such as music, cooking, art, or dance.

Anyone volunteering or staying on-site beyond drop-off/pick-up must hold a valid WWCC. Volunteer WWCCs are free and can be applied for online.

### New Child Safety Requirements

From 1 January 2026, updates to the National Quality Standard will introduce strengthened child safety requirements in Quality Areas 2 and 7, with all services to be audited for compliance. Additional changes to the National Law and Regulations in early 2026 will also address:

- The use of digital devices in education and care settings
- Mandatory child safety and child protection training for all staff, volunteers and students

We will support volunteers with any training required.

Thank you for your continued support in upholding our commitment to child safety.

### 7. Program Priorities

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WWSC and educators prioritise:

- Child safety
- High-quality learning
- Consistent practices
- Realistic, sustainable expectations for staff

Events are limited due to child safe, supervision, and workload requirements. Educators are not expected to attend activities outside the kindergarten program.

Parents may request additional in-session time to support their child by speaking with the teacher.

### **8. Benefits of EYM for Families**

EYM gives parents/caregivers/families:

- More time to enjoy kinder life without organising operations
- Freedom from compliance and administrative tasks
- A stronger focus on relationships, not responsibilities
- Professionally managed services with safe, consistent practices
- An easy, enjoyable way to contribute through connection, not pressure

Parents/caregivers/families can simply show up, join in, and enjoy being part of the kinder community.

### **10. Thank You**

Your involvement, and even just your presence, helps make our kindergarten a friendly, supportive, inclusive place for all parents/carers/families.

Thank you for contributing, connecting, and helping create a wonderful kinder community.

Parents don't run the kinder—they just help make it a great place to belong.

For further information please refer to the following links or contact Early Years Team on 13 99 72

### **11. Relevant links**

[Early years management | vic.gov.au](https://www.vic.gov.au/early-years-management)

[www.acecqa.gov.au/national-quality-framework](https://www.acecqa.gov.au/national-quality-framework)

[Child safety | ACECQA](https://www.acecqa.gov.au/child-safety)

[www.westwimmera.vic.gov.au/Community/Family-and-children](https://www.westwimmera.vic.gov.au/Community/Family-and-children)

[https://www.education.vic.gov.au/Documents/childhood/providers/edcare/EYMFactSheet\\_PAG.pdf](https://www.education.vic.gov.au/Documents/childhood/providers/edcare/EYMFactSheet_PAG.pdf)

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<https://www.vic.gov.au/working-with-children-check>

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