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| Children's Education and Care Assurance |
| 23 June 2020

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| **CECA’s functions in response to COVID-19** |

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Dear education and care providers and service leaders,CECA will continue to adapt its functions in response to COVID-19 and the changing needs of the education and care sector.From 29 June 2020, CECA is adapting its functions to support recovery of the sector and to transition back to CECA’s usual regulatory functions.**Wellbeing Support Visits** This week CECA will start to schedule wellbeing support visits to services, which will take place over the coming weeks.  These visits are designed to provide support to services and to understand services’ current challenges.  Visits will also inform the preparedness of providers and services for recommencing assessment and rating.**Compliance Audits** CECA will also recommence compliance audits within the next couple of weeks.  Authorised Officers will contact providers and service leaders before a compliance audit to discuss the arrangements, and to ensure that the approach used is responsive to the current preparedness and circumstances of each service.**Physical Audits and Approvals** Physical audits and any on-site visits to assess approvals will be conducted by Authorised Officers in a way that reduces unnecessary face-to-face contact time. Email and teleconference options will be used where appropriate.**Investigations, Emergency Audits and Risk Audits**Investigations, Emergency Audits, and Risk Audits will continue to function as usual.  The choice of socially distanced methods or face-to-face methods will be determined on a case by case basis.**Assessment and Rating**Consideration will be given to the current circumstances and preparedness of each service prior to scheduling any assessment and rating process.  Scheduled assessment and rating visits will recommence from approximately 29 July. This may include services who commenced an assessment and rating process prior to the impact of COVID-19 if those services are ready to continue.Authorised Officers may use strategies to ensure appropriate physical distancing occurs between adults during educator and governance discussions. For example, in some circumstances, discussions may take place in open spaces rather than staff rooms or office spaces. As always, Authorised Officers will call providers and service leaders to discuss the arrangements prior to the assessment and rating visit.**Authorised Officer Protocols** Authorised Officers are required to adhere to service COVID-19 protocols, including physical distancing and hygiene measures during sector visits. CECA has developed COVID-19 Health and Safety Procedures to reduce the risk to Authorised Officers and the sector as regulator and support functions resume. Thank you for your ongoing professionalism and commitment to children and their families during this time. For enquires in relation to this notification please call CECA on (02) 6207 1114 or email CECA@ACT.gov.au.This email has been authorised by the ACT Regulatory Authority (CECA). CECA are responsible for administering the National Quality Framework within the ACT. |

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| facebook |  | Respect, Integrity, Collaboration and Innovation, the ACTPS Values and Signature Behaivours |

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