

To comply with legislation when either applying or maintaining the Child Care Subsidy (CCS) a CCS Governance Policy is required. Our policy covers: evidence ensuring ongoing compliance with family assistance law, organisation size and structure, decision making, employment procedures, operational structure, financial viability and risk management.

Our Centre aims to comply with the Child Care Subsidy legislative requirements associated with operating a fee reduction service for eligible families. We will continuously examine our business and Service model to identify opportunities to cater to the needs of our families and community.

## Approved Provider

To claim Child Care Subsidy, our Centre must be approved by a delegate of the Secretary of the Department of Education and Training by showing the required evidence and information to ensure ongoing compliance with the family assistance law.

**Source:** Australian Department of Education and Training <https://www.education.gov.au/child-care-providers> Child Care Provider Handbook [https://docs.education.gov.au/system/files/doc/other/child\\_care\\_provider\\_handbook.pdf](https://docs.education.gov.au/system/files/doc/other/child_care_provider_handbook.pdf), Becoming a Child Care Subsidy approved child care service <https://www.education.gov.au/becoming-child-care-subsidy-approved-child-care-service>, Setting up for the child care package <https://www.education.gov.au/transitioning-new-child-care-package> Child Care Services Business Support Resource – A guide for considering your business [https://docs.education.gov.au/system/files/doc/other/business\\_support\\_resource\\_1.pdf](https://docs.education.gov.au/system/files/doc/other/business_support_resource_1.pdf)

**Date Implemented:** 16/04/2012

**Review Completed:** 29/04/2019

**Schedule for Review:** 29/04/2020

National Quality Standard – NQS		
Quality Area 2: Children’s Health and Safety		
7.1	Governance	Governance supports the operation of a quality service
7.1.2	Management Systems	Systems are in place to manage risk and enable the effective management and operation of a quality service
7.1.3	Roles and responsibilities	Roles and responsibilities are clearly defined, and understood, and support effective decision making and operation of the service.
Education and Care Service National Regulations		
2.1	Provider approvals	
2.2	Service approvals	
Div 1	Applications for Service approvals	
Div 2	Transfer of Service approvals	

