

Trends in Community Children's Services Survey

QUT Ethics Approval Number 170000692

RESEARCH TEAM

Chief Investigators:	Ms Melalie Collie Ms Lynn Turner Ms Prue Warrilow Community Child Care Association (CCC) Associate Professor Sue Irvine Queensland University of Technology (QUT) Prof Karen Thorpe University of Queensland (UQ)
Project Managers:	Ms Lynn Turner Ms Melalie Collie CCC

DESCRIPTION

This project is being undertaken as part of efforts to understand how not-for-profit children's services are responding to the implementation of the National Quality Framework (NQF) including planned changes commencing October 2017 and February 2018, and to monitor the changes that are occurring in the profile of children and families accessing early childhood education and care and middle childhood services.

Australian Community Children's Services (ACCS) has been funded by the Community Services and Health Industry Skills Council to conduct the next three waves (2017 – 2020) of the Trends in Community Children's Services Survey (TICCSS). This follows on from previous surveys in 2012, 2013 and 2014.

If you are the service manager (i.e., coordinator/nominated supervisor) of a not-for-profit children's service, you are invited to participate in the Trends in Community Children's Services Survey (TICCSS).

PARTICIPATION

Your participation will involve completing an online survey. This survey will take approximately 20 minutes of your time. The survey asks questions about your experiences with the national quality reforms, recruitment and retention of staff, ratios, waiting lists, fees and fee increases and vulnerabilities in your community.

Your participation in this project is entirely voluntary. If you agree to participate in the survey you can withdraw from the project without comment or penalty up until the point of submission of the survey. Your decision to participate or not participate will in no way impact upon your current or future relationship with QUT, ACCS or CCC.

EXPECTED BENEFITS

While this project may not directly benefit you in the short term, the study aims to improve our understanding of the changes, opportunities and challenges experienced by not-for-profit early and middle childhood services across Australia to guide policy, support and funding to these services.

RISKS

There are minimal risks associated with your participation in this project. However, if in completing the study concerns are raised for you we suggest you consider contacting one of the following: your General Practitioner or normal health care provider; your employer or their nominated employee assistance scheme.

PRIVACY AND CONFIDENTIALITY

All comments and responses will be treated confidentially unless required by law.

Data collected will be password protected stored online in Survey Monkey while the survey is open, then at CCC one week after the survey is closed.

Only individuals named on the research team will have access to identifiable data, early childhood organisations and peak bodies will not have access to information which could identify a particular individual or centre.

Please note that data collected in this project may be used in future projects about early childhood education and care and middle childhood policy and practice.

The Trends in Community Children's Services survey has been funded by the Community Services and Health Industry Skills Council, they will not have access to data obtained during the project.

CONSENT TO PARTICIPATE

Your completion and submission of the survey will be considered confirmation that you have agreed to participate in this research.

PRIZE DRAW

One service manager from each State or Territory who participates in the first wave (2017) of the survey will be eligible to go in a draw to win 1x \$100.00 Voucher to purchase resources from the company, Educational Experience. The prize draw will open on the 17th of August 2017 and closes on the 25th of September 2017. The winners will be notified on this date.

Names of participants from each state and territory will be gathered together and the first name drawn from each state and territory will be the prize winner.

If you wish to be entered into the prize draw you will be asked to acknowledge the terms and conditions of the draw. To protect your anonymity associated with your survey responses, you will be taken to a different page to enter your name, email address and/or contact information. Your identifying information will be used for the purposes of the prize draw only.

Terms and Conditions for the prize draw can be found by following this [link](#).

QUESTIONS / FURTHER INFORMATION ABOUT THE PROJECT

If have any questions or require further information please contact one of the listed researchers:

Melalie Collie or Lynn Turner

03 9486 3455

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CONCERNS / COMPLAINTS REGARDING THE CONDUCT OF THE RESEARCH PROJECT

QUT is committed to research integrity and the ethical conduct of research projects. However, if you do have any concerns or complaints about the ethical conduct of the research project you may contact the QUT Research Ethics Advisory Team on 07 3138 5123 or email humanethics@qut.edu.au. The QUT Research Ethics Advisory Team is not connected with the research project and can facilitate a resolution to your concern in an impartial manner.

**THANK YOU FOR HELPING WITH THIS RESEARCH PROJECT.
PLEASE KEEP THIS SHEET FOR YOUR INFORMATION.**