

Some things to see, ask and do during your tour

1. Who are “responsible persons”, room leaders and educators who will be directly responsible for caring for your child.

The “responsible person” is the person legally responsible for the activities of the Centre. There must be a responsible person present at any given time. Rooms leaders and educators will be directly responsible for the education and care of your child.

Ask to meet them and ask questions to get to know them.

2. Inspect the indoor and outdoor environments of the Centre.

Pay particular attention to the resources (such a toys, books, computers, etc) that are available. Look around at the children and assess whether they are currently engaged by physical environments, the program and their educators.

3. View the (educational) program

The syllabus is often referred to as a ‘program’ in early childhood education. This reflects the fact that it is dynamic and changes weekly based on the children’s interests. Ask to view previous programs.

4. View the menu

Learn about the food options of the Centre. Ask about whether the Centre provides meals, which meals they provide and whether they are hot or cold. You can even spend some time examining specific items on the menu. This is a good time to let your Centre Manager know if your child has any dietary restrictions.

5. Learn about the routine

The routine is the beat that the Centre marches to every day. Learning about the routine will help you understand about meal times, sleep times, indoor/ outdoor times and when structured activities (such as music, dance, etc) will occur. This is also a good time to discuss the routine that you implement at home.

6. Learn about community engagement and extra-curricular activities that your Centre takes part in

A great part of sending your child to Centre based care is the community that builds around a Centre. Learn about how your Centre engages with the community.

7. Inquire about payment options

Different services will have different methods that they use to accept payment. All registered services will have access to the government's CCB/ CCR scheme.

8. Spend as much time as you need having your questions answered

You need to make sure that all your questions and concerns are addressed and adequately answered. Spend the time with your Centre Manager and Room Leaders ironing these out.

9. Read the enrolment agreement

Each Centre will have an legal agreement that sets out the parents and Centre's legal responsibilities. Get a copy of this and make sure to read it before enrolling.

