

## Delivery of Bachelor of Education (Early Childhood Education) (Hybrid) in 2024

Dear Early Childhood Education Centre Manager/Director,

As you might be aware, Federation University has been successful in gaining funding from the Department of Education Victoria to run the Bachelor of Education (Early Childhood Education) (Hybrid) as part of the Early Childhood Tertiary Partnerships. This hybrid program will support 300 diploma qualified early childhood educators to obtain a three-year Bachelor of Education Early Childhood Education over 2 years, while working in an approved Early Childhood Education (ECE) setting for 1-3 days per week. The accelerated completion time is due to students receiving 1 year of Credit for holding a Diploma of Early Childhood Education and Care.

This hybrid program will provide a sustainable way to address skill shortage in regional Victoria by upskilling diploma qualified staff who already reside and work in South Gippsland Shire, East Gippsland Shire, Horsham Rural City, Casey City, Latrobe City and Ballarat City. The program combines practical, paid on-the-job experience with formal, facilitated teaching over two years, with the option for students to extend their qualification by a third year to a Graduate Certificate. The Program provides extensive support to both employers and students, including:

- **financial incentives for employers** to release employees for study and placements (\$225 x 10 days/Semester, in total: \$9,900 per employee student incl. GST over 2 years)
- a **'buddy system' of placements**, meaning that when the student who is your employee attends their placement at their 'buddy' centre, the 'buddy' comes to your centre to perform their placement on the same days.
- subsidies for regional and rural students travelling over 1.5 hours (\$1,920 per student), and
- financial support for study materials (\$1,000 per student).

Federation University is seeking the support of ECE centres to release early childhood educator employee/s one day per week to undertake study plus additional days for buddy placements (to coincide with another student completing their placement at your centre).

The following agreement has been designed to ensure that each ECE centre and its Manager/Director understands their commitment to their employee/s who wish to study a degree in this way with Federation University Australia. In turn, the agreement will help ECE centres to make the necessary arrangements so that these students can be successful in both working in the ECE centre and completing their degree. Finally, the agreement is part of the quality assurance procedures that we need in order to report back to the Department of Education Victoria about the success of this program.

We see this as a partnership between Federation University and ECE centres in regional Victoria and as such would encourage you to contact us if there are any matters we can assist with.

Best wishes



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Director Academic Operations (Acting), Institute of Education, Arts and Community  
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## Agreement for Early Childhood Educator staff undertaking the Bachelor of Education (Early Childhood Education) (Hybrid) at Federation University

The ECE staff member (referred to as Preservice Teacher (PST) in the document below) is responsible for completing the declaration through their **enrolment form**.

**Terms of agreement:**

1. That the PST has support for their Education Degree by the ECE with paid release available for the PST to attend study on Fridays each week during Semester over the two years of the degree. This paid release would commence from 19 July 2024.
2. That the upon the PST completing each Semester, the ECE will invoice the University \$2,475 (incl. GST) for the PST’s paid release from the centre to study/complete placement for the Semester just completed. In total, across the 2 years ECE are eligible to \$9,900 per enrolled student incl. GST
3. That the ECE will continue to pay the salary of the PST on days they are released for study, and the study day(s) will be considered ordinary work days.
4. That the ECE Manager/Director or delegate of the centre will support the PST and the buddy PST in their placements by nominating an appropriate mentor.
5. That the ECE, Federation University and the PST will communicate important information that could affect the PST’s success in the completion of their degree.
6. That PSTs will be expected to meet all the requirements of their units each semester to progress. If a PST does not meet the requirements, they will be able to study the unit online at another time to fulfill the requirements of their degree.

Please read, acknowledge and sign the sections below. PST to complete with the ECE centre of employment and then forward to the University as per details above. The University will review and save.

PST declaration		Tick ✓
The PST:	<ul style="list-style-type: none"> <li>will work to meet all requirements of their units of study.</li> <li>will discuss issues with both the ECE centre and the university Coordinator.</li> <li>will provide Professional Experience documentation to the Placement Mentor Teacher including Assessment Form to be completed by end of embedded placement days.</li> <li>recognises that they will need to devote up to 25 hours per week to study.</li> <li>will seek assistance through their Lecturer or Learning Support Advisor (LSA) if they encounter difficulties.</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>PST PTT details</b>		
ECE Centre name:	PST Name:	
Signature:		Date:
<b>Endorsed by ECE Director/Manager (or delegate*)</b>		
Name:		
Signature:		Date: