1.- TITLE

This award shall be known as the "Child Care (Lady Gowrie Child Centre) Award" and shall replace awards nos. 22 of 1975, 23 of 1975, 4 of 1979 and 5 of 1979 to the extent that those awards apply to The Lady Gowrie Child Centre (W.A.) Inc.

1B.- MINIMUM ADULT AWARD WAGE

(1) No adult employee shall be paid less than the Minimum Adult Award Wage unless otherwise provided by this clause.

(2) The Minimum Adult Award Wage for full time adult employees is $484.40 per week payable on and from 7th July 2005.

(3) The Minimum Adult Award Wage of $484.40 per week is deemed to include all arbitrated safety net adjustments from State Wage Case decisions.

(4) Unless otherwise provided in this clause adults employed as casuals, part time employees or pieceworkers or employees who are remunerated wholly on the basis of payment by result shall not be paid less than pro rata the Minimum Adult Award Wage according to the hours worked.

(5) Juniors shall be paid no less than the wage determined by applying the percentage prescribed in the junior rates provision in this award to the Minimum Adult Award Wage of $484.40 per week.

(6)

(a) The Minimum Adult Award Wage shall not apply to apprentices, employees engaged on traineeships or Jobskill placements or employed under the Commonwealth Government Supported Wage System or to other categories of employees who by prescription are paid less than the minimum award rate.

(b) Liberty to apply is reserved in relation to any special categories of employees not included here or otherwise in relation to the application of the Minimum Adult Award Wage.

(7) Subject to this clause the Minimum Adult Award Wage shall -

(a) apply to all work in ordinary hours.

(b) apply to the calculation of overtime and all other penalty rates, superannuation, payments during any period of paid leave and for all purposes of this award.

(8) Minimum Adult Award Wage

The rates of pay in this award include the minimum weekly wage for adult employees payable under the 2005 State Wage Case Decision. Any increase arising from the insertion of the minimum adult award wage will be offset against any equivalent amount in rates of pay received by employees whose wages and conditions of employment are regulated by this
award which are above the wage rates prescribed in the award. Such above award payments include wages payable pursuant to enterprise agreements, consent awards or award variations to give effect to enterprise agreements and over award arrangements. Absorption which is contrary to the terms of an agreement is not required.

Increases under previous State Wage Case Principles or under the current Statement of Principles, excepting those resulting from enterprise agreements, are not to be used to offset the minimum adult award wage.

(9) Adult Apprentices

(a) Notwithstanding the provisions of this clause, an apprentice, 21 years of age or over, shall not be paid less than $406.70 per week.

(b) The rate paid in paragraph (a) above is payable on superannuation and during any period of paid leave prescribed by this Award.

(c) Where in this award an additional rate is expressed as a percentage, fraction or multiple of the ordinary rate of pay, it shall be calculated upon the rate prescribed in this award for the actual year of apprenticeship.

(d) Nothing in this clause shall operate to reduce the rate of pay fixed by this award for an adult apprentice in force immediately prior to 5th June 2003.

2. - ARRANGEMENT

1. Title

1B. Minimum Adult Award Wage

2. Arrangement

3. Area

4. Scope

5. Term

6. Definitions

7. Contract of Service

8. Hours of Work

9. Overtime

10. Public Holidays

11. Annual Leave

12. Absence Through Sickness

13. Long Service Leave
3. - AREA
This award shall have effect over the premises controlled and operated by The Lady Gowrie Child Centre (W.A.) Inc.

4. - SCOPE
This award shall apply to the classifications described in Clause 23 - Wages of this award employed by The Lady Gowrie Child Centre (W.A.) Inc.

5. - TERM
The term of this award shall be for a period of two years from the 16th August 1983.

6. - DEFINITIONS
"Casual Employee" shall mean an employee who is regularly employed for less than four weeks.

"Part-Time Employee" shall mean an employee who is regularly employed for less than 37.5 hours per week.

"Committee" shall mean the Management Committee of The Lady Gowrie Child Care Centre (W.A.) Inc.

"Union" shall mean The Federated Miscellaneous Workers' Union of Australia, Hospital, Service & Miscellaneous, W.A. Branch.

7. - CONTRACT OF SERVICE

(1) The contract of service may be terminated by either party by giving of two weeks' notice in writing on any day to the other party, or by the forfeiture or payment as the case may be of two weeks' pay in lieu of such notice. Provided that this shall not affect the right of the employer to dismiss an employee without notice for misconduct in which case wages shall be paid up to the time of dismissal.

(2) If an employee's work falls to an unsatisfactory level, the Committee shall notify the employee in writing, detailing complaints or areas of unsatisfactory performance, and explaining that the employee has four weeks to reach a satisfactory level.

(b) The employee has the right to appeal against allegations of unsatisfactory work and shall have full speaking rights or Union representation at a specially convened Committee meeting and may make written representation to the Committee which will be circulated to all Committee members.

(c) If at the end of the four-week period work remains unsatisfactory, an assessment panel consisting of a professional members of the Management Committee, a Union representative and an independent person whose appointment shall be mutually agreed to by the staff member and the Committee shall make recommendations to the Management Committee, which shall act upon the recommendations of the assessment panel. At this stage, notice of dismissal may be given.

(3) The employment period, if limited, shall be clearly stated in the employee's contract (e.g. limited contracts may be applied to staff on projects where continued funding is not guaranteed).

(4) All new staff should be given a copy of the 'Conditions of Employment' and a Duty Statement on commencement. After successful completion of a 12-week trial period of employment, staff shall sign a work contract which will include agreement to these conditions.

(5) Retirement should be by age 60, but in special circumstances a year-to-year extension may be allowed by the Committee, to maximum of 65 years.

(6) An employer may direct an employee to carry out such duties as are within the limits of the employee's skill, competence and training consistent with the classification structure of the award provided that such duties are not designed to promote de-skilling.

8. - HOURS OF WORK
(1) The spread of hours shall be 7.00 a.m. to 6.00 p.m.

(2) 37.5 hours shall constitute a week's work. Not more than 7.5 hours shall be worked on any day without the payment of overtime. Such 7.5 hours shall be worked in an unbroken shift.

(3) The lunch break for full-time contact staff should be one hour, and on occasions when staff meetings or other exceptional circumstances intrude into the lunch break, contact staff members should have at least 30 minutes of uninterrupted break. Part-time staff, pro-rata.

9. - OVERTIME

For all work performed on Monday to Friday beyond the ordinary hours or outside the spread of hours as prescribed in subclause (1) of Clause 8 - Hours of Work, payment shall be made at the rate of time and one-half for the first two hours and double time thereafter.

Work performed on a Saturday or Sunday shall be paid at the rate of double time.

10. - PUBLIC HOLIDAYS

(1) The following days or the days observed in lieu thereof shall, subject as hereinafter provided, be allowed as holidays without deduction of pay, namely, New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labor Day, Foundation Day, Sovereign's Birthday, Christmas Day and Boxing Day. Provided that another day may be taken as a holiday by arrangement between the parties in lieu of the days named in this subclause.

(2)

(a) Where any of the days mentioned in subclause (1) hereof except Anzac Day, fall on a Saturday or Sunday the holiday shall be observed on the next succeeding Monday, and when Boxing Day falls on a Sunday or a Monday, the holiday shall be observed on the next succeeding Tuesday.

(b)

(i) Except in the case of part-time employees, when any of the days observed as a holiday in this clause fall during a period of annual leave the holiday or holidays shall be observed on the next succeeding work day or days, as the case may be, after completion of that annual leave.

(ii) Where any of the days observed as a holiday in this clause fall during a part-time employee's period of annual leave and that day is a day the part-time employee would normally have worked, the employee shall be paid for the time as if it had been worked at ordinary rates of pay in lieu of the holiday.

(3) Any employee who is required to work on the day observed as a holiday as prescribed in this clause shall be paid for the time worked at the rate of double time and one-half or, if the employer agrees, be paid for the time worked at the rate of time and one-half and in addition, be allowed to observe the holiday on a day mutually acceptable to the employer and the employee.

(4) When an employee is absent on leave without pay, sick leave without pay or workers' compensation, any day observed as a holiday on a day falling during such absence shall not be treated as a paid holiday. Where the employee is on duty or available on the whole of the working day immediately preceding a holiday, or resumes duty or is available on the whole of
the working day immediately following a day observed as a holiday prescribed by this clause, the employee shall be entitled to be paid for such holiday.

(5) This clause shall not apply to casual employees.

11. - ANNUAL LEAVE

(1) After each period of 12 months' continuous service with the Lady Gowrie Child Centre:

(a) domestic and support staff shall be entitled to four consecutive weeks' leave;

(b) all other full-time contact employees are entitled, in addition to the above, to one week's leave on two separate occasions during the year, the first occasion being after four months' continuous employment in the qualifying period, which shall be taken at regular intervals throughout the year by agreement between the Director and the employee.

Where possible, leave shall be set by April each year.

(2)

(a) The employee shall be paid for any period of annual leave prescribed by this clause at the ordinary rate of wage the employee has received for the greatest proportion of the calendar month prior to taking the leave.

(b) In addition, a holiday loading of 17.5 percent on four weeks' holidays shall be allowed to the employee in each year.

(3) An employee may, with the approval of the employer, be allowed to take the annual leave prescribed by this clause before the completion of 12 months' continuous service as prescribed in subclause (1) of this clause.

(4) Subject as hereinafter provided:

(a) If after one month's continuous service in any qualifying 12 monthly period an employee lawfully terminates his service or his employment is terminated by the employer through no fault of the employee, the employee shall be paid 3.08 hours' pay in respect of each completed week of continuous service in that qualifying period.

(b) If the services of an employee are terminated and the employee has taken a period of leave in accordance with subclause (3) of this clause and if the period of leave so taken exceeds that which would become due pursuant to paragraph (a) of this subclause, the employee shall be liable to pay the amount representing the difference between the amount received by the employee for the period of leave taken in accordance with subclause (3) of this clause and the amount which would have accrued in accordance with paragraph (a) of this subclause. The employer may deduct this amount from the moneys due to the employee by reason of the other provisions of this award at the time of the termination.

(c) In addition to any payment to which the employee may be entitled under paragraph (a) of this subclause an employee whose employment terminates after he has completed a 12-monthly qualifying period and who has not been allowed the leave prescribed under this award in respect of that qualifying period, shall be given payment as prescribed in subclause (2) of this clause, in lieu of that leave unless the employee has been justifiably dismissed for misconduct for which the employee has been dismissed occurred prior to the completion of that qualifying period.
(5) When computing the annual leave due under this clause, no deduction shall be made from such leave in respect of the period an employee is on annual leave, observing a public holiday prescribed in this award, absent through sickness with or without pay except for that portion of an absence that exceeds three months or absence on workers’ compensation except for that portion of an absence on that exceeds six months in any one year.

(6) The weekly wage for the purpose of part-time employees shall be computed by dividing the total hours worked by the number of weeks worked times the hourly rate of wage.

(7) The provisions of this clause shall not apply to casual employees.

12. - ABSENCE THROUGH SICKNESS

(1) An employee, other than a casual employee, shall be entitled to payment for non-attendance on the ground of personal ill-health for 1/6th of a week for each completed month of service; provided that subject to subclause (5) of this clause payment for absence through such ill-health shall be limited to two weeks in each calendar year, or at the time the employee leaves the service of the employer, in the event of the employee being entitled by service subsequent to the sickness to a greater allowance than that made at the time the sickness occurred.

(2) An employee shall not be entitled to receive any wages from her employer for any time lost through the result of an accident not arising out of or in the course of his employment or for any accident, wherever sustained, arising out of his own wilful default, or for sickness arising out of his own wilful default.

(3) Sick leave shall not be granted without an adequate medical certificate. Provided that if in any case it is not convenient for the employee to obtain a medical certificate, sick leave may be granted on other evidence satisfactory to the employer, but such leave shall be limited to two consecutive days in any one period and a total of three days in any calendar year.

(4) Any employee who necessarily absents himself from duty through sickness shall send immediately notice to his employer and at once apply for sick leave.

(5) Sick leave shall accumulate from year to year so that any balance of the period specified in subclause (1) of this clause which has in any year not been allowed to any employee by his employer as paid sick leave may be claimed by the employee and, subject to the conditions herein prescribed, shall be allowed by his employer in any subsequent year without diminution of the sick leave prescribed in respect of that year.

(6) This clause shall not apply where the employee is entitled to compensation under the Worker's Compensation and Assistance Act, 1981.

(7) Where an employee is sick or has suffered injury during his annual leave and produces a certificate from a legally qualified medical practitioner that such sickness or injury necessitated confinement to home or hospital for seven continuous days or more, then the period covered by the certificate shall be considered to be sick leave subject to the provisions of this clause. Provided further the employee concerned has sick leave credits available and the portion of annual leave coinciding with the paid sick leave shall be taken at a time convenient to the employer.

(8) Part-time employees shall be entitled to payment under this clause proportionate to the average hours worked each week.

13. - LONG SERVICE LEAVE
The long service leave provisions set out in Volume 63 of the Western Australian Industrial Gazette at pages 1 to 5 both inclusive, are hereby incorporated and from part of this award provided that an employee shall be eligible for long service leave after ten year's service.

14. - MATERNITY LEAVE

(1) Eligibility for Maternity Leave

An employee who becomes pregnant shall, upon production to her employer of a certificate from a duly qualified medical practitioner stating the presumed date of her confinement, be entitled to maternity leave provided that she has had not less than 12 months' continuous service with that employer immediately preceding the date upon which she proceeds upon such leave.

For the purposes of this clause:

(a) An employee shall include a part-time employee but shall not include an employee engaged upon casual or seasonal work.

(b) Maternity leave shall mean unpaid maternity leave.

(2) Period of Leave and Commencement of Leave

(a) Subject to subclauses (3) and (6) hereof, the period of maternity leave shall be for an unbroken period of from 12 to 52 weeks and shall include a period of six weeks' compulsory leave to be taken immediately before the presumed date of confinement and a period of six weeks' compulsory leave to be taken immediately following confinement.

(b) An employee shall, not less than ten weeks prior to the presumed date of confinement, give notice in writing to her employer stating the presumed date of confinement.

(c) An employee shall give not less than four weeks' notice in writing to her employer of the date upon which she proposes to commence maternity leave, stating the period of leave to be taken.

(d) An employee shall not be in breach of this order as a consequence of failure to give the stipulated period of notice in accordance with paragraph (c) hereof if such failure is occasioned by the confinement occurring earlier than the presumed date.

(3) Transfer to a Safe-Job

Where in the opinion of a duly qualified medical practitioner, illness or risks arising out of the pregnancy or hazards connected with the work assigned to the employee make it inadvisable for the employee to continue at her present work, the employee shall, if the employer deems it practicable, be transferred to a safe job at the rate and on the conditions attaching to that job until the commencement of maternity leave.

If the transfer to a safe job is not practicable, the employee may, or the employer may require the employee to, take leave for such period as is certified necessary by a duly qualified medical practitioner. Such leave shall be treated as maternity leave for the purposes of subclauses (7), (8), (9) and (10) hereof.

(4) Variation of Period of Maternity Leave
(a) Provided the addition does not extend the maternity leave beyond 52 weeks, the period may be lengthened once only, save with the agreement of the employer, by the employee giving not less than 14 days' notice in writing stating the period by which the leave is to be lengthened.

(b) The period of leave may, with the consent of the employer, be shortened by the employee giving not less than 14 days' notice in writing stating the period by which the leave is to be shortened.

(5) Cancellation of Maternity Leave

(a) Maternity leave, applied for but not commenced, shall be cancelled when the pregnancy of an employee terminates other than by the birth of a living child.

(b) Where the pregnancy of an employee then on maternity leave terminates other than by the birth of a living child, it shall be right of the employee to resume work at a time nominated by the employer which shall not exceed four weeks from the date of notice in writing by the employee to the employer that she desires to resume work.

(6) Special Maternity Leave and Sick Leave

(a) Where the pregnancy of an employee not then on maternity leave terminates after 28 weeks other than by the birth of a living child then -

(i) she shall be entitled to such period of unpaid leave (to be known as special maternity leave) as a duly qualified medical practitioner certifies as necessary before her return to work, or

(ii) for illness other than the normal consequences of confinement she shall be entitled, either in lieu of or in addition to special maternity leave, to such paid sick leave as to which she is then entitled and which a duly qualified medical practitioner certifies as necessary before her return to work.

(b) Where an employee not then on maternity leave suffers illness related to her pregnancy, she may take such paid sick leave as to which she is then entitled and such further unpaid leave (to be known as special maternity leave) as a duly qualified medical practitioner certifies as necessary before her return to work, provided that the aggregate of paid sick leave, special maternity leave and maternity leave shall not exceed 52 weeks.

(c) For the purposes of subclauses (7), (8) and (9) hereof, maternity leave shall include special maternity leave.

(d) An employee returning to work after the completion of a period of leave taken pursuant to this subclause shall be entitled to the position which she held immediately before proceeding on such leave or, in the case of an employee who was transferred to a safe job pursuant to subclause (3), to the position she held immediately before such transfer.

Where such position no longer exists but there are other positions available, for which the employee is qualified and the duties of which she is capable of performing, she shall be entitled to a position as nearly comparable in status and salary or wage to that of her former position.

(7) Maternity Leave and Other Leave Entitlements

Provided the aggregate of leave including leave taken pursuant to subclauses (3) and (6) hereof does not exceed 52 weeks.
(a) An employee may, in lieu of or in conjunction with maternity leave, take any annual leave or long service leave or any part thereof to which she is then entitled.

(b) Paid sick leave or other paid authorised award absences (excluding annual leave or long service leave), shall not be available to an employee during her absence on maternity leave.

(8) Effect of Maternity Leave on Employment

Notwithstanding any award, or other provision to the contrary, absence on maternity leave shall not break the continuity of service of an employee but shall not be taken into account in calculating the period of service for any purpose of the award.

(9) Termination of Employment

(a) An employee on maternity leave may terminate her employment at any time during the period of leave by notice given in accordance with this award.

(b) An employer shall not terminate the employment of an employee on the ground of her pregnancy or of her absence on maternity leave, but otherwise the rights of an employer in relation to termination of employment are not hereby affected.

(10) Return to Work After Maternity Leave

(a) An employee shall confirm her intention of returning to her work by notice in writing to the employer given not less than four weeks prior to the expiration of her period of maternity leave.

(b) An employee, upon the expiration of the notice required by paragraph (a) hereof, shall be entitled to the position which she held immediately before proceeding on maternity leave or, in the case of an employee who was transferred to a safe job pursuant to subclause (3), to the position which she held immediately before such transfer. Where such position no longer exists but there are other positions available for which the employee is qualified and the duties of which she is capable of performing, she shall be entitled to a position as nearly comparable in status and salary or wage to that of her former position.

(11) Replacement Employees

(a) A replacement employee is an employee specifically engaged as a result of an employee proceeding on maternity leave.

(b) Before an employer engages a replacement employee under this subclause, the employer shall inform that person of the temporary nature of the employment and of the rights of the employee who is being replaced.

(c) Before an employer engages a person to replace an employee temporarily promoted or transferred in order to replace an employee exercising her rights under this clause, the employer shall inform that person of the temporary nature of the promotion or transfer and of the rights of the employee who is being replaced.

(d) Provided that nothing in this subclause shall be construed as requiring an employer to engage a replacement employee.

(e) A replacement employee shall not be entitled to any of the rights conferred by this clause except where her employment continues beyond the 12 months' qualifying period.
15. - PATERNITY LEAVE

One week's leave without loss of wages shall be granted to a male employee following the birth of his child.

16. - SPECIAL LEAVE

(1) An employee may apply to the Director in the first instance or to the Committee of Management for short leave without loss of wages for professional or personal reasons.

(2)

(a) An employee may apply to the Committee for a limited period of leave without pay in special circumstances, providing relief is available. Any period over one month must be arranged three months in advance.

(b) An employee may apply to the Committee for a longer study leave of up to 12 months. Where possible application for this leave shall be made three months in advance.

Leave without pay may be taken for child-rearing purposes.

(c) An employee may apply to the Director for leave to attend the equivalent of three days of approved in-service training in any year.

17. - REDUNDANCY

Where any termination of employment or change in working conditions arising from redundancy is expected, the employee shall be given six weeks notice.

18. - CASUAL AND PART-TIME EMPLOYEES

(1) Casual employees shall be paid 20 percent in addition to the rates prescribed in Clause 23. - Wages of this award, in lieu of the provisions of Clause 10. - Public Holidays, 11. - Annual Leave, and 12. - Absence Through Sickness of this award.

(2) A part-time employee who is employed to regularly work less than 20 hours per week may, with the consent of the employer, elect to be paid as a 'casual'.

(3) Casual and part-time employees shall be paid not less than 3/37 1/2ths of the weekly wage per day.

19. - SPECIAL PROVISIONS

(1) Preparation and Reading/Research Time: Recognising the work involved in preparing and demonstrating a variety of programmes to students and visitors, the need for non-contact time to plan for the care of children, and the need for all child care staff to keep abreast of current trends in child care:

(a) all contact staff shall be allowed two hours of contact free time each week for preparation and reading/research.
(b) the length of the contact free time will be determined by the Director in consultation with the staff members and shall directly relate to the level of responsibility for programme planning of each individual staff member.

(2) Paid relief staff shall be provided during any absence of staff directly involved in child care.

(3) The Director or her Deputy and where applicable a parent representative shall be included on all Committees to appoint new staff. It is desirable that other staff shall also have representation on these Committees where relevant. (e.g. when employing staff on projects, or child care assistants).

(4) Time in lieu shall be available to the Director in recognition of duties performed outside regular hours, and with recognition of the importance of all aspects of the Centre being accessible to visitors during regular hours. This can also be applicable to other staff in certain circumstances at the discretion of the Director in the first instance or the Committee of Management, and should include the situation of staff members arranging to meet with parents outside of normal working hours to discuss a child’s progress or the Centre's programmes.

20. - TIME AND WAGES RECORD

A record of the time worked and wages paid to each employee employed under this award shall be maintained by the employer and shall be available for inspection by an accredited representative of the Union upon the giving of reasonable notice of not less than 24 hours to the employer.

21. - PAYMENT OF WAGES

(1) Wages shall be paid weekly or fortnightly at the option of the employer. Where an employee's service has been terminated in accordance with this award, payment of all wages due shall be made at the time the employee ceases employment.

(2) Each employee shall be given an itemised statement explaining the wage rate and allowances or adjustments:

(a) on commencing employment

(b) when there is a change in the wage rate

(c) on termination of employment.

22. - PRESENT RATES AND CONDITIONS

Nothing contained in this award shall operate to reduce the wages or working conditions of any employee who at the date of this award is being paid a higher rate of wage than the minimum prescribed for his class of work.

23. - WAGES

The minimum weekly rate of wage payable to persons employed pursuant to this clause shall be:
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<td>683.00</td>
</tr>
<tr>
<td></td>
<td>577.50</td>
<td>113.00</td>
<td>690.50</td>
</tr>
<tr>
<td></td>
<td>591.50</td>
<td>113.00</td>
<td>704.50</td>
</tr>
</tbody>
</table>

(3)

(a) Except as otherwise provided for in this subclause and subclause (3) of this clause, progression from step to step for Child Care Support Employees Grade One and Two, Child Care Giver, Qualified Child Care Giver, Assistant Co-ordinator Grades One, Two and Three, and Early Childhood Educator will be contingent upon:

(i) 12 months' service at each step; and

(ii) satisfactory performance at each step.

(b) An employee employed as a Child Care Giver on completion of an introductory child care course shall immediately progress by one additional step beyond that previously determined in accordance with paragraph (a) of this subclause. Additional steps shall be determined in accordance with paragraph (a) of this subclause.

(c) An employee who has not attained the age of 20 years shall be paid a percentage of the rate applicable to an adult employee performing the same work, taking into account the provisions for progression specified in this clause and taking into account any relevant qualifications. The percentages of the adult rate shall be:

<table>
<thead>
<tr>
<th>Age</th>
<th>% of adult rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>At or under 16 years of age</td>
<td>60</td>
</tr>
<tr>
<td>At 17 years of age</td>
<td>70</td>
</tr>
<tr>
<td>At 18 years of age</td>
<td>80</td>
</tr>
<tr>
<td>At 19 years of age</td>
<td>90</td>
</tr>
<tr>
<td>Thereafter the adult rate</td>
<td></td>
</tr>
</tbody>
</table>

(d) An employee at Step IA Qualified Child Care Giver shall be a 2 year trained person as per Clause 26. - Classification and Skill Descriptors of this award, with no previous
experience in the industry. At the completion of 12 months satisfactory performance that person shall be paid the Step II rate.

(e) An employee in their first year of employment shall be paid at Step IB Qualified Child Care Giver in accordance with Clause 23. - Wages of this award and shall be:

(i) a person with a 2 year qualification as per Clause 26. - Classification and Skill Descriptors of this award, and previous experience in the industry; or

(ii) a 3 or 4 year qualification as per Clause 26. - Classification and Skill Descriptors of this award, with no previous experience in the industry.

(f) An employee in their first year of employment as a Qualified Child Care Giver shall be paid at Step II Qualified Child Care Giver in accordance with Clause 23. - Wages of this award and shall be:

(i) a person with a 3 or 4 year qualification; and

(ii) previous experience in the industry.

(g) A person who is appointed Assistant Co-ordinator Grades One, Two or Three will be appointed in accordance with the definition outlined in Clause 26. - Classification Definitions and Skill Descriptors subclause (5) of this award, provided that an employer may appoint an Assistant Co-ordinator, to a higher grade according to their level of qualification.

(h) Where an employee is appointed to act as the Co-ordinator of a Centre for more than four days, that person shall be paid for the whole of that period as Co-ordinator according to their level of qualification.

(4) Early Childhood Educators:

<table>
<thead>
<tr>
<th>Salary Level</th>
<th>$ Per Annum</th>
<th>A.S.N.A. Total Annual</th>
<th>Per Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step I</td>
<td>27105</td>
<td>5791</td>
<td>32896</td>
</tr>
<tr>
<td>Step II</td>
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<td>Step III</td>
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<td>Step IV</td>
<td>31200</td>
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<td>Step V</td>
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<td>39865</td>
</tr>
<tr>
<td>Step VII</td>
<td>35661</td>
<td>5790</td>
<td>41451</td>
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<tr>
<td>Step VIII</td>
<td>37043</td>
<td>5790</td>
<td>42833</td>
</tr>
<tr>
<td>Step IX</td>
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<tr>
<td>Step X</td>
<td>39709</td>
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<td>45499</td>
</tr>
<tr>
<td>Step XI</td>
<td>41242</td>
<td>5790</td>
<td>47032</td>
</tr>
</tbody>
</table>
(b) Three year trained educator holding a Diploma of Teaching, or equivalent, or an educator holding a University Degree (other than a Bachelor of Education):

Enter Step I

Exit Step VII

(c) Early Childhood Educator holding:

(i) University degree and Diploma of Education; or

(ii) University degree and Teacher's Certificate; or

(iii) Bachelor of Education degree

Enter Step III

Exit Step XI

(d) Early Childhood Educator holding the qualifications outlined in paragraph (c) of this subclause above plus a second degree or higher degree such as a graduate diploma or a degree at honours level:

Enter Step IV

Exit Step XI

(e) A casual Early Childhood Educator shall be paid the appropriate salary for an Early Childhood Educator plus a salary loading of 27%.

(f) Early Childhood Educators transferring between employers or changing employment shall retain their position on the incremental scale and continue to progress through the scale by annual increment.

(g) On ceasing employment with an employer the employee shall be given written notice of his or her incremental increase date to be passed on to the next employer.

(5) Co-ordinator:

<table>
<thead>
<tr>
<th></th>
<th>$</th>
<th>Per Week</th>
<th>A.S.N.A.</th>
<th>TOTAL WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Step I</td>
<td>591.50</td>
<td>113.00</td>
<td>704.50</td>
<td></td>
</tr>
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</tr>
<tr>
<td>Step III</td>
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<td>755.10</td>
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<tr>
<td>Step IV</td>
<td>672.60</td>
<td>111.00</td>
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<td></td>
</tr>
<tr>
<td>Step V</td>
<td>704.00</td>
<td>111.00</td>
<td>815.00</td>
<td></td>
</tr>
<tr>
<td>Step VI</td>
<td>729.50</td>
<td>111.00</td>
<td>840.50</td>
<td></td>
</tr>
<tr>
<td>Step VII</td>
<td>744.30</td>
<td>111.00</td>
<td>855.30</td>
<td></td>
</tr>
</tbody>
</table>
(b) A Co-ordinator will be graded in accordance with paragraphs (d) to (h) (inclusive) of this subclause.

Co-ordinator is as defined in Clause 26. - Classification Definition and Skill Descriptors of this award:

(c) Within the grade of Co-ordinator the following categories of progression shall apply:

   (i) Co-ordinator Grade One is as defined in Clause 26 of this award:
       - a Co-ordinator with two year or three year training, (as defined in paragraph (f) of this subclause):
         Enter Step I
         Exit Step IV
       - a Co-ordinator with four year training, (as defined in paragraph (f) of this subclause):
         Enter Step III
         Exit Step VI

   (ii) Co-ordinator Grade Two is as defined in Clause 26 of this award:
       - a Co-ordinator with two year or three year training, (as defined in paragraph (f) of this subclause):
         Enter Step III
         Exit Step VI
       - a Co-ordinator with four year training (as defined in paragraph (f) of this subclause):
         Enter Step V
         Exit Step VIII

   (iii) Co-ordinator Grade Three is as defined in Clause 26 of this award:
       - a Co-ordinator with two year or three year training, (as defined in paragraph (f) of this subclause):
         Enter Step V
         Exit Step VIII
a Co-ordinator Director with four year training (as defined in paragraph (f) of this subclause):

Enter Step VII

Exit Step IX

(d) In addition to the grading, level of training and experience relevant to determining the appropriate rate of pay for a Co-ordinator an employer may advance a Co-ordinator beyond the steps/increments provided for, taking into account such factors as:

(i) number of sites supervised, size of centre(s) including number of places centre(s) licensed to cover and/or total number of children taken into care; and/or

(ii) hours of operation of the centre; and/or

(iii) other factors relevant to the exercise of increased skills and responsibilities by the Co-ordinator.

(e) "Two year, three year and four year trained" refers to a tertiary or post secondary qualification which is relevant to the position of Co-ordinator. Where there is a dispute as to whether a qualification is relevant to the position of Co-ordinator it shall be determined by the Western Australian Industrial Relations Commission.

(f) A Co-ordinator and the Committee or other managing body of the Centre shall be at liberty to negotiate and set a higher salary bearing in mind the duties and responsibilities of the Co-ordinator. Any agreement to select a higher rate shall be reduced to writing and shall entitle that Co-ordinator whilst employed at the Centre to the agreed salary level as if this award had expressly provided such an entitlement. Any such agreement may be rescinded only by mutual consent.

(g) Nothing in this provision shall be deemed to prevent the negotiation of salary for an Administrator/Co-ordinator above the minimum standards prescribed in this award.

(h) Except as provided hereunder, in paragraphs (b) and (d) of this subclause progression from step to step for Co-ordinator will be contingent upon:

(i) 12 months' service at each step; and

(ii) satisfactory performance at each step.

(6) On ceasing employment with an employer, the employee shall be given a written statement of the current Level and Step if appropriate and the date of commencement at that Level and Step to be passed on to the next employer.

(7) It is a condition that no employee shall suffer a reduction in wages by reasons of the coming into operation of any order of the Western Australian Industrial Relations Commission in the implementation of the minimum rates adjustments.

(8) The rates of pay in this award include arbitrated safety net adjustments available since December 1993, under the Arbitrated Safety Net Adjustment Principle.

These arbitrated safety net adjustments may be offset against any equivalent amount in the rate of pay received by employees since 1 November 1991 above the rate prescribed in the Award, except where such absorption is contrary to the terms of an industrial agreement.
Increases in rates of pay otherwise made under the State Wage Case Principles, excepting those resulting from enterprise agreements, are not to be used to offset arbitrated safety net adjustments.

(9) Wage relativities in the Award have been established in accordance with the September 1989 State Wage Case Decision ([1989] 69 WAIG 2917).

24. - SUPERANNUATION

The superannuation provisions contained herein operate subject to the requirements of the hereinafter prescribed provision titled - Compliance, Nomination and Transition.

(1) In this clause:

"Eligible employee" means a full-time, part-time or casual employee for whom 3% of ordinary time earnings is greater than $3.00 in the case of part-time and casual employees, and greater than $4.00 in the case of full-time employees.

(2) The employer shall make fortnightly superannuation contributions to the Fund for and on behalf of eligible employees, and such contributions shall be not less than 9% of the employee's ordinary time earnings.

(3) The operative date for this clause shall be 1 July 1988 in the case of full-time and part-time employees and 4 June 1990 in the case of casual employees.

Compliance, Nomination and Transition

Notwithstanding anything contained elsewhere herein which requires that contribution be made to a superannuation fund or scheme in respect of an employee, on and from 30 June 1998 -

(a) Any such fund or scheme shall no longer be a complying superannuation fund or scheme for the purposes of this clause unless -

(i) the fund or scheme is a complying fund or scheme within the meaning of the Superannuation Guarantee (Administration) Act 1992 of the Commonwealth; and

(ii) under the governing rules of the fund or scheme, contributions may be made by or in respect of the employee permitted to nominate a fund or scheme;

(b) The employee shall be entitled to nominate the complying superannuation fund or scheme to which contributions are to be made by or in respect of the employee;

(c) The employer shall notify the employee of the entitlement to nominate a complying superannuation fund or scheme as soon as practicable;

(d) A nomination or notification of the type referred to in paragraphs (b) and (c) of this subclause shall, subject to the requirements of regulations made pursuant to the Industrial Relations Legislation Amendment and Repeal Act 1995, be given in writing to the employer or the employee to whom such is directed;

(e) The employee and employer shall be bound by the nomination of the employee unless the employee and employer agree to change the complying superannuation fund or scheme to which contributions are to be made;
(f) The employer shall not unreasonably refuse to agree to a change of complying superannuation fund or scheme requested by an employee;

Provided that on and from 30 June 1998, and until an employee thereafter nominates a complying superannuation fund or scheme -

(g) if one or more complying superannuation funds or schemes to which contributions may be made be specified herein, the employer is required to make contributions to that fund or scheme, or one of those funds or schemes nominated by the employer;

or

(h) if no complying superannuation fund or scheme to which contributions may be made be specified herein, the employer is required to make contributions to a complying fund or scheme nominated by the employer.

25. - AWARD MODERNISATION AND ENTERPRISE CONSULTATION

(1) The parties to this award are committed to co-operating positively to increase the efficiency and productivity of the industry, and to enhance the career opportunities and job security of employees in the industry.

(2) At each centre or service a consultative mechanism may be established by the employer, or where requested by the employees or their Union, shall be established. The consultative mechanism and procedure shall be appropriate to the size, structure and needs of the particular centre or service.

(3) Where a consultative mechanism is established, it shall be free to address any matters which are consistent with the objectives as outlined in subclause (1) of this cause.

(4) Discussions that take place within the framework of the consultative mechanism will have regard to the following requirements:

(a) the changes sought shall not affect provisions reflecting state standards;

(b) the majority of employees affected by any proposed change at the centre or service must be informed of the proposed change, and the majority of such employees, must genuinely agree with the proposal;

(c) Any proposed agreement shall not, in the context of a total package, provide for a set of conditions of a lesser standard than that provided by the award, and no employee shall have a lesser income as a result of the conditions proposed in the agreement;

(d) when discussions affect wages and/or conditions of employment, the union must be invited to participate;

(e) the parties to the award, shall not unreasonably oppose any proposed agreement which results from the consultative process outlined in this clause;

(f) any agreement proposed pursuant to this clause relating to an award matter, shall be subject to ratification by the Western Australian Industrial Relations Commission and, if it is approved, such agreement shall then operate as a schedule to this award and take precedence over any provision of this award to the extent of any inconsistency;
(g) if agreement to any proposal arising out of the consultative process outlined in this clause cannot be reached, then the matter may be referred to the Western Australian Industrial Relations Commission for determination.

26. - CLASSIFICATION DEFINITIONS AND SKILL DESCRIPTORS

(1) Child Care Support Employee

(a) Grade One

Definition: An untrained ancillary employee employed to clean or work as a kitchen hand.

Skill Descriptors: Such an employee is:

- Responsible for the quality of the employees own work subject to direct supervision;
- Works under direct supervision either individually or in a team environment;
- Exercises discretion within the level of the employee's skills in the performance of tasks.

(b) Grade Two

Definition: An untrained ancillary employee who is employed to undertake cooking or gardening duties.

Skill Descriptors: Such an employee:

- Works under routine supervision either individually or in a team environment;
- Is responsible for assuring the quality of the employee's own work subject to routine supervision;
- Is required to exercise discretion during the course of their own work.

(2) Child Care Trades/Employee

Shall mean a cook or gardener who has completed an apprenticeship in either trade.

(3) Child Care Giver

(a) Definition: An employee at this level shall be a child care giver working under routine supervision, engaged to assist in the supervision and care of children and generally to assist in the functioning of the centre.

(b) Step I

* An employee with no prior industry experience.

* Is able to perform routine duties requiring the exercise of knowledge and skills at a primary level.

Responsibilities of an employee at this step may include the following:
- Maintain a clean, hygienic environment;

- Maintain and attend to personal hygiene of children;

- Maintain and attend to own personal hygiene;

- Attend to nutritional needs of children;

- Respond to child's apparent ill-health;

- Respond to accident, emergency or threat;

- Implement routines which enhance well being;

- Interact positively and appropriately with children;

- Participate in the planning and preparation of programmes;

- Assist to prepare an environment based on programme requirements;

- Assist in the implementation of programmes;

- Contribute to team approach;

- Seek to further professional development;

- Liaise effectively with parents;

- Uphold the Centre's philosophy;

- Participate in appropriate administrative processes;

- Contribute to maintenance and care of buildings and equipment;

- Implement Centre policies and procedures.

(c) Step II

* An employee at this step shall be competent to perform work above and beyond the level of skill of an employee at Step I.

(d) Step III

* An employee at this step shall be competent to perform work above and beyond the level of skill of an employee at Step II.

(e) Step IV

* An employee at this step shall be competent to work over and above the level of skill of an employee at Step III. Additional duties may include the following:

- Assisting in the facilitation of programmes suited to the needs of individual children and groups;
- Provide input to trained staff by observations of individual children and groups;
- Work under direction with individual children with special needs.

(f) Step V

* An employee at this step shall be competent to work over and above the level of skill of an employee at Step IV.

In addition to the responsibilities at Step IV responsibilities may also include:
- Work under reduced supervision either individually or in a team environment.
- Be able to demonstrate and interpret the implementation of children's programmes and appropriate work practices.
- Assist and guide students through their practical placements. This includes students in the Early Childhood Teaching, Children's Services and Registered Nursing professions.
- Maintain an awareness of current research and information.
- To provide support to families.
- To promote parent participation in the Centre.
- To participate in research and evaluation projects as required.
- To administer medication to children in accordance with Centre policy.

(g) Step VI

* An employee at this step shall be competent to perform work over and above the level of skill of an employee at Step V.

(4) Qualified Child Care Giver

(a) Definition: An employee at this level shall be an employee who holds the qualification of Associate Diploma Social Science (Child Care) or an approved equivalent qualification which is recognised and approved by the Child Care Services Board authorising the employee to be in charge of children 0-6 years and who are so appointed. It shall also include persons employed as supplementary service grants (SUPS) employees and persons who do not hold approved qualifications but who have obtained an exemption from the Child Care Services Board to work at this level and who are so appointed.

(b) Two year trained person (as referred to in Clause 23. - Wages of this award) is a person who holds an Associate Diploma Social Science (Child Care) or an approved equivalent qualification which is recognised and approved by the Child Care Services Board.

Three or four year trained person (as referred to in Clause 23. - Wages of this award) is a person who holds a Diploma of Teaching (Early Childhood); or
- a University Degree and a Diploma of Education; or
- a Bachelor of Education Degree; or
- a University Degree majoring in child psychology; or

- an approved equivalent qualification recognised and approved by the Child Care Services Board.

(c) Step IA and IB

* Responsibilities of an employee at this step may include the following:

- Ensure the Centre or Service's policies are adhered to;

- Ensure the maintenance of a safe working environment;

- Liaise with parents in consultation with the Co-ordinator;

- Display various methods and techniques of child management;

- Direct other staff members as required;

- Participate in a team approach to the delivery of care;

- Possess observational skills in excess of a Child Care Giver;

- In consultation with the Co-ordinator and Senior Staff develop, implement and monitor a developmental programme;

- Develop, implement and maintain daily routines;

- Work under direction with individual children with special needs.

(d) Step II

* An employee at this step shall be competent to perform work above and beyond the level of skill of an employee at Step I.

* In addition to the responsibilities of an employee at Step I, responsibilities may also include the following:

- Provide advice to Child Care Givers on reasons for the developmental programme;

- Guide untrained staff in methods and techniques of child management;

- In conjunction with the Co-ordinator and Senior Staff, review developmental programmes;

- Assist the Co-ordinator with the assessment of students on placement;

- Where appointed work as the person in charge of a group of children in the age range 0-6 years;

- Possess observational skills in excess of an experienced Child Care Giver and the ability to programme for a child's development based on these observations.
(e) Step III

* An employee at this step shall be competent to perform work above and beyond the level of skill of an employee at Step II.

* In addition to the responsibilities of Step II, responsibilities may also include the following:

- Advise the Co-ordinator of changes perceived as necessary to developmental programmes;

- Participate in a team approach to delivery of the programme and advise untrained child care givers and junior trained care givers on reasons for the programme;

- Possess the ability to formulate and implement a child's special needs programme.

(f) Step IV

* An employee at this step shall be competent to perform work above and beyond the level of an employee at Step III.

* In addition to the responsibilities at Step III, responsibilities may also include the following:

- Liaise with parents;

- Initiate changes to the children's programmes including special needs programmes;

- Develop, implement, evaluate and maintain daily routines independently;

- Provide advice to Co-ordinator on Centre's needs.

(5) Assistant Co-ordinator

(a) Description: An Assistant Co-ordinator with qualifications and experience as Qualified Child Care Giver who assists the Co-ordinator with the co-ordination of child care and is appointed as such.

(b) Skill Descriptor: An employee at this level shall be expected to perform skills above and beyond those as Qualified Child Care Giver. That person:

- Performs work under limited supervision either individually or in a team environment;

- Provides guidance and assistance as part of a work team;

- Assists in the provision of on-the-job training to other employees;

- Exercises broad discretion.

(c) An Assistant Co-ordinator shall be appointed:

(i) Assistant Co-ordinator Grade One:
A person responsible for the co-ordination of programming within the Centre, or

(ii) **Assistant Co-ordinator Grade Two:**

A person who, undertakes, in addition to Grade One responsibilities, administrative and supervisory functions, or

(iii) **Assistant Co-ordinator Grade Three:**

A person whose tasks are predominantly non-contact or a person whose Co-ordinator has responsibilities for more than one Centre.

(6) **Early Childhood Educator**

(a) Three year trained educator holding a Diploma of Teaching, or equivalent, or an educator holding a University Degree (other than a Bachelor of Education)

(b) Educator holding:

(i) University degree and Diploma of Education; or

(ii) University degree and Teacher's Certificate; or

(iii) Bachelor of Education degree.

(c) Educator holding the qualifications of a second degree or higher as outlined in the award.

(7) **Co-ordinator**

(a) Definition: A Co-ordinator shall be a person who meets the minimum requirements for a Co-ordinator in accordance with the Community Services (Child Care) Regulations 1988 and who undertakes the duties and responsibilities outlined in paragraph (b) of this subclause.

(b) A person appointed as a Co-ordinator shall be graded as follows:

(i) **Co-ordinator Grade One:** a person appointed with overall responsibility for programming who is not directly responsible for the effective supervision of the child care service or, is subject to supervision in the day to day operation of the centre; or

(ii) **Co-ordinator Grade Two:** a person who, in addition to the duties and responsibilities of a Co-ordinator Grade One, may be required to undertake a basic role in financial control on a day to day basis eg. administering fee relief, or

(iii) **Co-ordinator Grade Three:** a person who, in addition to the duties and responsibilities of a Co-ordinator Grade Two, may be required to, in part or in whole:

- Prepare annual budgets;
- Provide reports and policy proposals to Committees of Management;
- Exercise discretion within the budget in operating the service on a day to day basis.

(c) Responsibilities of a Co-ordinator may include the following:
- Be responsible for the administration and supervision of the service;

- Ensure that a consistently high quality of child care is maintained, through the planning, organisation and implementation of a program that will adequately meet the intellectual, physical, emotional and social needs of children;

- Supervise and appraise staff;

- Select and train staff as required;

- Develop and promote the aims and policies of the service, in conjunction with the service sponsors/management committees/proprietors;

- Maintain personnel records and be responsible for the application of relevant industrial awards and legislation;

- Keep accounts and handle clerical matters, as required;

- Assist the service sponsors/proprietor with financial management, budgeting and planning, as required;

- Ensure that the service adheres to all relevant regulation and meets all accountability requirements;

- Provide reports to the management committee/sponsor/proprietor, as required;

- Provide parents with information relating to the service's operations;

- Ensure that adequate enrolment procedures are established;

- Provide opportunities for staff development;

- Liaise with other associated organisations, agencies and Government departments;

- Co-ordinate and supervise the placement of students within the service.

27. - LIBERTY TO APPLY

Liberty is reserved to the parties to this award to apply to amend this award in respect of wage relativities associated with the Children's Programme Co-ordinator (Brownlie Towers), progression for part-time employees and progression within classifications of Child Care Support Employees, rates associated with Assistant Co-ordinator, rates associated with Administrative Support and Resource Development employees, rates associated with the classification of Co-ordinator beyond Step IX and rates associated with junior employees.

APPENDIX - RESOLUTION OF DISPUTES REQUIREMENT

(1) This Appendix is inserted into the award/industrial agreement as a result of legislation which came into effect on 16 January 1996 (Industrial Relations Legislation Amendment and Repeal Act 1995) and further varied by legislation which came into effect on 23 May 1997 (Labour Relations Legislation Amendment Act 1997).
(2) Subject to this appendix, and in addition to any current arrangements the following procedures shall apply in connection with questions, disputes or difficulties arising under this award/industrial agreement.

(a) The persons directly involved, or representatives of person/s directly involved, shall discuss the question, dispute or difficulty as soon as is practicable.

(b)

(i) If these discussions do not result in a settlement, the question, dispute or difficulty shall be referred to senior management for further discussion.

(ii) Discussions at this level will take place as soon as practicable.

(3) The terms of any agreed settlement should be jointly recorded.

(4) Any settlement reached which is contrary to the terms of this award/industrial agreement shall not have effect unless and until that conflict is resolved to allow for it.

(5) Nothing in this appendix shall be read so as to exclude an organisation party to or bound by the award/industrial agreement from representing its members.

(6) Any question, dispute or difficulty not settled may be referred to the Western Australian Industrial Relations Commission provided that with effect from 22 November 1997 it is required that persons involved in the question, dispute or difficulty shall confer among themselves and make reasonable attempts to resolve questions, disputes or difficulties before taking those matters to the Commission.

**SCHEDULE A - PARTIES TO THE AWARD**

The following organisation is a party to this award:

Australian Liquor, Hospitality and Miscellaneous Workers Union, Western Australian Branch

DATED at Perth this 20th day of June, 1984.

**APPENDIX - S.49B - INSPECTION OF RECORDS REQUIREMENTS**

(1) Where this award, order or industrial agreement empowers a representative of an organisation of employees party to this award, order or industrial agreement to inspect the time and wages records of an employee or former employee, that power shall be exercised subject to the Industrial Relations (General) Regulations 1997 (as may be amended from time to time) and the following:

(a) The employer may refuse the representative access to the records if: -

(i) the employer is of the opinion that access to the records by the representative of the organisation would infringe the privacy of persons who are not members of the organisation; and

(ii) the employer undertakes to produce the records to an Industrial Inspector within 48 hours of being notified of the requirement to inspect by the representative.
(b) The power of inspection may only be exercised by a representative of an organisation of employees authorised for the purpose in accordance with the rules of the organisation.

(c) Before exercising a power of inspection, the representative shall give reasonable notice of not less than 24 hours to an employer.

VARIATION RECORD

CHILD CARE (LADY GOWRIE CHILD CENTRE)
NO. A 3 OF 1984

Delivered 20/06/84 at 64 WAIG 1096
Consolidated 13/03/95 at 75 WAIG 987

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(2A. State Wage Principles - September 1989)

Cl. 1385/89(R) 4/12/89 70 WAIG 367
Cl. & Title 1428/91 17/12/91 72 WAIG 285

(2A. State Wage Principles - June 1991)

Delete Clause 1528/90 10/05/93 74 WAIG 277

3. Area

4. Scope

5. Term

Cl. 288/89 8/6/89 69 WAIG 2384

6. Definitions

Cl. 1385/89(R) 4/12/89 70 WAIG 367

7. Contract of Service

Ins. (6) 1428/91 17/12/91 72 WAIG 285

8. Hours of Work

Cl. 616/84 08/10/84 64 WAIG 2155

9. Overtime

10. Public Holidays

11. Annual Leave
12. Absence Through Sickness

13. Long Service Leave

14. Maternity Leave

(In (5)(b) in the third line is the word "the" missing?)

15. Paternity Leave

16. Special Leave

17. Redundancy

18. Casual and Part-Time Employees


20. Time and Wages Record

   Ins text. 491/98 16/04/98 78 WAIG 1471

21. Payment of Wages

22. Present Rates and Conditions

23. Wages

   (6),ins. (7)(8) 616/84 08/10/84 64 WAIG 2155

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   Cl. 134/90(R2) 27/06/90 70 WAIG 3161
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25. Award Modernisation and Enterprise Consultation

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27. Liberty To Apply

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Appendix - Resolution of Disputes Requirement

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Schedule A - Parties to the Award

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Appendix - S.49B - Inspection of Records Requirements

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