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 **Latest release**

Sub-major Group

43 Early Childhood Educators, Child Carers and Education Assistants

OSCA - Occupation Standard Classification for Australia

Reference period: 2024, Version 1.0

Released 6/12/2024

43 Early Childhood Educators, Child Carers and Education Assistants

Support children's learning, development and wellbeing and provide care and supervision to children in a range of settings.

Early Childhood (Pre-primary School) Teachers are excluded from this sub-major group.

Early Childhood (Pre-primary School) Teachers are included in Occupation 251131 Early Childhood (Pre-primary School) Teacher.

OSCA skill level

The occupations in this sub-major group have a skill level corresponding to the qualifications and experience below.

- Skill Level 2: AQF Associate Degree, Advanced Diploma, Diploma, or at least three years of relevant experience
- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience
- Skill Level 4: AQF Certificate II, AQF Certificate III, or at least one year of relevant experience

Minor Group

431 Early Childhood Educators and Child Carers

Support children's learning, development and wellbeing, and provide care and supervision in a range of early childhood settings, out of school hours care services and in the child's home.

Early Childhood (Pre-primary School) Teachers are excluded from this minor group. Early Childhood (Pre-primary School) Teachers are included in Occupation 251131 Early Childhood (Pre-primary School) Teacher.

OSCA skill level

The occupations in this minor group have a skill level corresponding to the qualifications and experience below.

- Skill Level 2: AQF Associate Degree, Advanced Diploma, Diploma, or at least three years of relevant experience
- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience
- Skill Level 4: AQF Certificate II, AQF Certificate III, or at least one year of relevant experience

Unit Group

4311 Early Childhood Educators and Room Leaders

Support and lead the learning and development of young children in regulated centre-based services, and contribute to the implementation and evaluation of the educational program and practice using an approved learning framework.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 2: AQF Associate Degree, Advanced Diploma, Diploma, or at least three years of relevant experience
- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience

Occupation

431131 Early Childhood Education Room Leader

Provides leadership to Early Childhood Educators and contributes to the development, implementation and evaluation of the educational program and practice using an approved learning framework.

Alternative title

- Early Childhood Education Group Leader

Skill level: 2

Main tasks

- Leads a team of educators working with a group of children
- Works in partnership with families, staff, community members and external agencies to promote the development, education, care and wellbeing of children
- Promotes the safety and wellbeing of children
- Supports educators providing education, care and supervision for babies, toddlers and young children
- Complies with, and supports other educators to comply with, service policies and national and/or state-based legislation
- Supports the day-to-day operation of the service
- Maintains records of each child's learning, wellbeing, development, participation and progress, and communicates this with families

Occupation

431132 Early Childhood Educator

Supports learning and development for young children in regulated centre-based services, including contributing to the educational program and practice using an approved learning framework.

Family Day Care Educators and Outside of School Hours Care Educators are excluded from this occupation. Family Day Care Educators are included in Occupation 431232 Family Day Care Educator. Outside of School Hours Care Educators are included in Occupation 431431 Out of School Hours Care Educator.

Skill level: 3

Main tasks

- Contributes to the design, planning, implementation, documentation and evaluation of children's educational programs based on an approved learning framework
- Develops and maintains positive relationships with staff, children and families
- Supports the daily routines, transitions and programs of babies, toddlers and/or young children
- Complies with service policies and national and/or state-based legislation
- Promotes the safety, health and wellbeing of staff, children and visitors
- Supports children's learning, development and wellbeing

Unit Group

4312 Family Day Care Educators and Coordinators

Support and coordinate children's learning, development and wellbeing in family day care services, including following an approved learning framework.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 2: AQF Associate Degree, Advanced Diploma, Diploma, or at least three years of relevant experience
- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience

Occupation

431231 Family Day Care Coordinator

Leads and manages a team of Family Day Care Educators in regulated home-based education and care services.

Alternative title

- Family Day Care Manager

Skill level: 2**Main tasks**

- Monitors, supports and supervises Family Day Care Educators
- Leads the development and implementation of educational programs that are based on an approved learning framework
- Works in partnership with families, community members and external agencies to promote the safety, health and wellbeing of children
- Maintains records and documentation of the family day care service
- Coordinates the recruitment of service staff and their professional development
- Ensures compliance with service policies and national and/or state-based legislation
- Leads the day-to-day operational requirements of the service

Occupation

431232 Family Day Care Educator

Provides support for children's learning, development and wellbeing in a family day care service, including following an approved learning framework.

Skill level: 3**Main tasks**

- Designs, plans, implements and evaluates an educational program based on an approved learning framework
- Documents children's progress, learning, wellbeing and development
- Develops and maintains positive relationships with children and families
- Supports the daily routines, transitions and programs of children
- Complies with family day care service policies and national and/or state-based legislation
- Manages financial resources for the family day care service
- May transport children to and from the family day care service

Unit Group

4313 Nannies

Assist parents in the provision of ongoing care and supervision for babies and children, usually in the child's home.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 4: AQF Certificate II, AQF Certificate III, or at least one year of relevant experience

Occupation

431331 Nanny

Assists parents in the provision of ongoing care and supervision for babies and children, usually in the child's home.

Skill level: 4

Main tasks

- Provides care and supervision for children in their home
- Assists with daily routines and activities
- Engages children in age-appropriate activities and play
- Monitors children's safety and wellbeing
- Administers medication and follows any specific health care instructions
- Prepares and serves meals and snacks
- Assists with educational activities
- Organises outings and recreational activities
- Communicates regularly with parents to provide updates

Unit Group

4314 Out of School Hours Care Educators

Provide education and care for school age children before/after school and during school holidays.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience

Occupation

431431 Out of School Hours Care Educator

Provides education and care for school age children before/after school and during school holidays.

Skill level: 3

Main tasks

- Contributes to the design, planning, implementation and documentation of school age children's educational leisure programs based on an approved learning framework
- Supports the daily routines, transitions and programs of school age children
- Promotes the safety, health and wellbeing of staff, children and visitors
- Develops positive relationships with other educators, school staff, school age children and families
- Complies with out of school hours care service policies and national and/or state-based legislation

Minor Group

432 Education Assistants

Support and enhance the learning, development and wellbeing outcomes of students under the guidance of teachers and other education professionals.

OSCA skill level

The occupations in this minor group have a skill level corresponding to the qualifications and experience below.

- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience
- Skill Level 4: AQF Certificate II, AQF Certificate III, or at least one year of relevant experience

Unit Group

4321 Inclusion Support Assistants

Assist and support children with specific developmental needs, under the direction of teaching staff, to integrate with the class and develop their social, emotional, physical and cognitive skills.

Teaching Assistants are excluded from this unit group. Teaching Assistants are included in Occupation 432231 Teaching Assistant.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience

Occupation

432131 Inclusion Support Assistant

Assists and supports children with specific developmental needs, under the direction of teaching staff, to integrate with the class and develop their social, emotional, physical and cognitive skills.

Registration or licensing is required.

Teaching Assistants are excluded from this occupation. Teaching Assistants are included in Occupation 432231 Teaching Assistant.

Alternative title

- Integration Aide

Skill level: 3

Main tasks

- Supports the inclusion of students with developmental needs into the class framework
- Supports teachers in the delivery of educational programs to students with developmental needs by adapting activities to meet their needs
- Supports teachers in the development of individualised or personalised plans that address specific learning and support needs of the student
- Monitors, records and evaluates students' learning and experience in class activities
- Provides feedback about students' difficulties and progress to the class teacher, and prepares progress reports as requested
- Builds and maintains relationships with students, parents and teaching staff
- Undertakes relevant administrative duties assigned by the class teacher to ensure a cohesive flow of information

Unit Group

4322 Teaching Assistants

Work under the guidance of teachers and other education professionals to improve learning and wellbeing outcomes for students. Employed in primary and secondary schools, as well as in schools for specific purposes and other education settings, to facilitate student learning and engagement.

Inclusion Support Assistants are excluded from this unit group. Inclusion Support Assistants are included in Occupation 432131 Inclusion Support Assistant.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience

Occupation

432231 Teaching Assistant

Works under the guidance of teachers and other education professionals to improve learning and wellbeing outcomes for students. Employed in primary and secondary schools, as well as in schools for specific purposes and other education settings, to facilitate student learning and engagement.

Registration or licensing is required.

Inclusion Support Assistants are excluded from this occupation. Inclusion Support Assistants are included in Occupation 432131 Inclusion Support Assistant.

Alternative titles

- Education Assistant
- Education Support Officer
- Learning Support Officer
- Student Support Officer
- Teacher Aide

Specialisations

- School Services Officer
- Student Liaison Officer

Skill level: 3

Main tasks

- Facilitates student learning in the classroom under the direction of a teacher
- Provides targeted support to individuals and groups of students
- Cares for students' social, emotional and physical needs
- Promotes positive behaviour and wellbeing
- Assists students to access the curriculum and participate fully in learning
- Assists teachers and students with sporting activities and school excursions
- Supports students in participating in extra-curricular activities

Unit Group

4329 Other Education Assistants

This unit group covers Education Assistants not elsewhere classified. It includes Aboriginal and Torres Strait Islander Education Officers and Boarding Supervisors.

OSCA skill level

The occupations in this unit group have a skill level corresponding to the qualifications and experience below.

- Skill Level 3: AQF Certificate III including at least two years of on-the-job training, AQF Certificate IV, or at least three years of relevant experience
- Skill Level 4: AQF Certificate II, AQF Certificate III, or at least one year of relevant experience

Occupation

432931 Aboriginal and Torres Strait Islander Education Officer

Assists Aboriginal and Torres Strait Islander students in their education, and supports cultural awareness and community engagement. Provides feedback to parents or guardians and teachers about students' progress, and liaises with educational bodies, government agencies and committees.

Alternative titles

- Aboriginal and Torres Strait Islander Community Education Counsellor
- Aboriginal and Torres Strait Islander Community Education Officer

Specialisation

- Aboriginal and Torres Strait Islander Education Officer Coordinator

Skill level: 3

Main tasks

- Advises on cultural protocols on observing the cultural diversity of Aboriginal and Torres Strait Islander students
- Assists Aboriginal and Torres Strait Islander students in all school activities, including excursions
- Identifies and develops resources to support the learning outcomes of Aboriginal and Torres Strait Islander students
- Coordinates the delivery of Aboriginal and Torres Strait Islander languages and cultures lessons
- Acts as a liaison between the community and the school to develop education programs that are relevant to both educational and cultural needs
- Assists in the development and implementation of personalised learning plans for Aboriginal and Torres Strait Islander students
- Promotes Aboriginal and Torres Strait Islander celebrations within schools
- Leads cultural group experiences with students

Occupation

432932 Boarding Supervisor

Provides care and supervision for children and young people living in boarding schools and residential colleges.

Residential Youth Workers are excluded from this occupation. Residential Youth Workers are included in Occupation 411731 Residential Youth Worker.

Alternative titles

- Boarding House Parent
- Boarding House Supervisor
- Boarding School Supervisor
- House Parent

Skill level: 4

Main tasks

- Plans and supervises activities to enhance the physical, social, emotional and intellectual development of children and young people in boarding schools and residential colleges
- Contributes to the provision of quality welfare and education services to children and young people in boarding schools and residential colleges
- Develops and coordinates recreational, social and educational programs for residents
- Provides pastoral care, and liaises with parents of residents about the progress of their child
- Ensures residents adhere to set guidelines for daily schedules, school attendance, meals and other domestic activities
- Maintains discipline and reinforces appropriate behaviour standards
- Manages boarding processes, policies and procedures, in line with the residential facility's guidelines
- Ensures a safe and secure environment that creates a friendly atmosphere by promoting trust and confidence in residents