

Purpose of this Return: The information collected from this return contributes to a comprehensive information base on early childhood education in New Zealand, and is used in the development of policy and monitoring early childhood education. Information on ethnicity and gender is collected to enable the Ministry to monitor whether these groups have equal access to early childhood education.

Information Privacy: This return does not identify individual children or individual adults. Child and adult names remain confidential to the Playcentre.

Definition of Terms used in this Form

- **Regular Roll:** Children enrolled at your service on a regular ongoing basis.
- **Casual Attendance:** Children who attended during the week, but are not booked to attend your Playcentre on a regular ongoing basis.

Ethnicity: Information on the ethnic identity of the children attending early childhood services should be obtained from a parent or guardian at the time of enrolment. Parents should be allowed to identify their child as belonging to more than one ethnic group. However, for statistical purposes, **please use the ethnic group classification below in the priority order given to record one ethnic group only for each child where a guardian has identified more than one ethnic group:**

Ethnic Group Classification: (In this form the Ministry uses the same system of priority recording and terminology recording as was used by Statistics New Zealand in the 1996 census).

- Any **New Zealand Maori** reported: assign to *NZ Maori*
- Any **one Pacific** ethnic group reported: assign to that group
- If **more than one Pacific** ethnic group reported: assign by the following order
 - *Tokelauan*
 - *Fijian*
 - *Niuean*
 - *Tongan*
 - *Cook Island Maori*
 - *Samoan*
- Any **Other Pacific** ethnic group reported: assign to *Other Pacific peoples*
- Any **South East Asian** ethnic group reported: assign to *South East Asian* (includes Filipino, Khmer/Kampuchean/Cambodian, Vietnamese, Other SE Asian, SE Asian undefined)
- Any **Indian** ethnic group reported: assign to *Indian*
- Any **Chinese** ethnic group reported: assign to *Chinese*
- Any **Other Asian** ethnic group reported: assign to *Other Asian* (includes Sri Lankan, Japanese, Other Asian, Asian undefined, Korean, Bangladesh)
- Any **Other** ethnic group reported apart from those above or *NZ European/Pakeha* or *Other European*: assign to *Other* (Latin American/Hispanic, African, Middle Eastern, South American)
- Any **Other European** ethnic group reported: assign to *Other European* (includes British/Irish, Dutch, Greek, Polish, South Slav (formerly Yugoslav) groups, Italian, German, Australian, European Undefined)
- Any **NZ European/Pakeha** reported and none of the above groups: assign to *NZ European/Pakeha*

Note: The Pasifika grouping has been designed to ensure Pasifika groups are recorded.

Example: Ethnicity recorded as Tongan/Niuean, assign to Niuean.

Iwi Affiliation: Iwi authorities are increasingly interested in the educational participation and achievement of their children. Including iwi affiliation in the return will provide information at a statistical level that will allow iwi, services and the Ministry to understand current opportunities and challenges and to focus effort in the areas of greatest need.

Note: Children in 'before-school' and 'after-school' care are not to be included in this return.

QUESTION 1: Regular¹ roll enrolment and attendance, and Casual¹ attendance

For the week 19 June to 25 June 2006, record on a daily basis:

- (1) the number of children on your regular roll;
- (2) their daily attendance and
- (3) the number of daily casual attendees (if any).

	Day	Mon 19/6	Tue 20/6	Wed 21/6	Thu 22/6	Fri 23/6	Sat 24/6	Sun 25/6
(1) REGULAR ROLL ENROLMENT	Number of children on the regular roll for each day							
(2) REGULAR ROLL ATTENDANCE	Number of children on the regular roll attending each day							
(3) CASUAL ATTENDEES	Casual attendance each day							

1. Refer to "Definition of Terms" on page 1.

QUESTION 2: Regular roll by age, gender and ethnicity

All age and gender totals for questions 2 and 3 must agree.

For the week 19 June to 25 June 2006, record the age, gender, and ethnicity of all children on your regular roll.

Age of Children in Years at 1 July 2006 Ethnic group classification ¹	Number of Children by Ethnic Group												Total number of children
	Under 1 year		1 year		2 years		3 years		4 years		5 years		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
NZ Maori													
Tokelauan													
Fijian													
Niuean													
Tongan													
Cook Islands Maori													
Samoaan													
Other Pacific peoples													
South East Asian (e.g. Vietnamese)													
Indian													
Chinese													
Other Asian (e.g. Japanese, Korean)													
Other (e.g. South American, African, M/East)													
NZ European/Pakeha													
Other European (e.g. British, Greek)													
Age and gender totals													

1. Refer to "Definition of Terms" for ethnic group classification — page 1.

ALL age and gender totals for questions 2 and 3 must agree.

QUESTION 3: Regular roll by duration of weekly enrolment

All age and gender totals for questions 2 and 3 must agree.

For the week 19 June to 25 June 2006, record the number of regular roll children by the total number of enrolled hours.

Note: For the purpose of this return the term 'up to' also means 'including'.

Example: A child enrolled for 15 hours weekly is to be recorded in the "more than 12 and up to 15" row.

Age of Children in Years at 1 July 2006	Number of Children by Duration of Weekly Enrolment												Total number of children	
	Under 1 year		1 year		2 years		3 years		4 years		5 years			
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Enrolled hours during the week 19 June to 25 June 2006														
3 hours or less														
more than 3 and up to 6														
more than 6 and up to 9														
more than 9 and up to 12														
more than 12 and up to 15														
more than 15 and up to 18														
more than 18 and up to 21														
more than 21 and up to 24														
more than 24 and up to 27														
more than 27 and up to 30														
more than 30 and up to 33														
more than 33 and up to 36														
more than 36 and up to 39														
more than 39 and up to 42														
more than 42 and up to 45														
more than 45 and up to 48														
more than 48 and up to 51														
more than 51 and up to 55														
more than 55 hours														
Age and gender totals														

**ALL age and
gender totals
for questions
2 and 3 must
agree.**

QUESTION 4: Iwi affiliation¹ of currently enrolled children recorded as NZ Maori, in question 2.

Note: Iwi affiliations may also be recorded for currently enrolled NZ Maori children who started at your service before January 2003.

Were any of the currently enrolled NZ Maori children
(in question 2) newly enrolled at your service from January 2003?

No



EITHER record iwi of currently enrolled NZ Maori children who started at your service before January 2003 OR go to Question 5

Age and gender totals cannot be greater than NZ Maori age and gender totals for Question 2.

Yes



Give details below

For each currently enrolled NZ Maori child who was newly enrolled as from January 2003, please record below the date they first started at your service, tick their age at 1 July 2006 and their gender, then record up to three iwi affiliation codes.

	Date the child first started at your service (Month and Year)	Age at 1 July 2006 ²						Gender ²		Iwi affiliation codes ¹		
		Under 1 year	1 Year	2 years	3 years	4 years	5 years	Male	Female	Iwi affiliation	Iwi affiliation	Iwi affiliation
Example	January 2003					✓			✓	0600	0702	2013
Child 1												
Child 2												
Child 3												
Child 4												
Child 5												
Child 6												
Child 7												
Child 8												
Child 9												
Child 10												
Child 11												
Child 12												
Child 13												
Child 14												
Child 15												
Child 16												
Child 17												

Child list continues on the following page

1. Statistics NZ: New Zealand Standard Classification of Iwi (2000) for statistical purposes only. Access iwi codes on: www.minedu.govt.nz/goto/iwidata or email: iwi.data@minedu.govt.nz or contact the National Office, Ministry of Education. Contact details are on page 18 of this form.
2. The age and gender totals cannot be greater than age and gender totals for question 2.

Age and gender totals cannot be greater than NZ Maori age and gender totals for Question 2.

Continued: QUESTION 4: Iwi affiliation of currently enrolled children recorded as NZ Maori in question 2

Age and gender totals cannot be greater than NZ Maori age and gender totals for Question 2.

	Date the child first started at your service (Month and Year)	Age at 1 July 2006 ²						Gender ²		Iwi affiliation codes		
		Under 1 year	1 Year	2 years	3 years	4 years	5 years	Male	Female	Iwi affiliation	Iwi affiliation	Iwi affiliation
Example	January 2003					✓			✓	0600	0702	2013
Child 18												
Child 19												
Child 20												
Child 21												
Child 22												
Child 23												
Child 24												
Child 25												
Child 26												
Child 27												
Child 28												
Child 29												
Child 30												
Child 31												
Child 32												
Child 33												
Child 34												
Child 35												
Child 36												
Child 37												
Child 38												
Child 39												
Child 40												
Child 41												
Child 42												
Child 43												
Child 44												

Note: If you have more than 44 NZ Maori children currently enrolled please attach a page with their details, as above - thank you.

QUESTION 5: Current waiting time**Each age group must have one 'current waiting time' category box ticked.**

For each age group, tick one category box to indicate how long a child would have to wait to attend your Playcentre.

If an under one-year-old child wanted to start at your Playcentre today, how long would they have to wait before they could start attending?	Current waiting time for under 1-year-old						
	Do not cater for children aged less than 1 year	No waiting time	1 month or less	More than 1 month and up to 3 months	More than 3 months and up to 6 months	More than 6 months and up to 12 months	More than 12 months
Tick one category box only							

If a one-year-old child wanted to start at your Playcentre today, how long would they have to wait before they could start attending?	Current waiting time for 1-year-olds						
	Do not cater for children aged 1 year	No waiting time	1 month or less	More than 1 month and up to 3 months	More than 3 months and up to 6 months	More than 6 months and up to 12 months	More than 12 months
Tick one category box only							

If a two-year-old child wanted to start at your Playcentre today, how long would they have to wait before they could start attending?	Current waiting time for 2-year-olds						
	Do not cater for children aged 2 years	No waiting time	1 month or less	More than 1 month and up to 3 months	More than 3 months and up to 6 months	More than 6 months and up to 12 months	More than 12 months
Tick one category box only							

If a three-year-old child wanted to start at your Playcentre today, how long would they have to wait before they could start attending?	Current waiting time for 3-year-olds						
	Do not cater for children aged 3 years	No waiting time	1 month or less	More than 1 month and up to 3 months	More than 3 months and up to 6 months	More than 6 months and up to 12 months	More than 12 months
Tick one category box only							

If a four-year-old child wanted to start at your Playcentre today, how long would they have to wait before they could start attending?	Current waiting time for 4-year-olds						
	Do not cater for children aged 4 years	No waiting time	1 month or less	More than 1 month and up to 3 months	More than 3 months and up to 6 months	More than 6 months and up to 12 months	
Tick one category box only							

Each age group must have one 'current waiting time' category box ticked.

QUESTION 6: Number of eligible¹ children waiting to start attending your Playcentre

At 19 June 2006, did you have children who were eligible to start, but were waiting for a place to become available? No ➔ Go to Question 7
Yes ➔ Give details below

Record by age the number of eligible¹ children waiting to start at 19 June 2006.

Age of Child at 19 June 2006						
	Under 1 Year	1 year	2 years	3 years	4 years	Total number of children
Age totals						

1. To be defined as eligible, a child must meet age or other requirements of the Playcentre.

QUESTION 7: Estimated number of weeks your Playcentre will be operating from 1 July 2006 to 30 June 2007

In the year from 1 July 2006 to 30 June 2007, how many weeks do you expect your Playcentre to be operating for early childhood education?
(Count each part week as one whole week.)



(estimated
operating
weeks)

QUESTION 9: Highest Playcentre qualification held¹ by paid and unpaid adults who are designated² to be on duty

For the week 19 June to 25 June 2006, record the number of adults, paid and unpaid, who are designated² to be on duty by the **highest Playcentre** qualification they hold.

Number of adults who are designated to be on duty (paid and unpaid) by highest Playcentre qualification held.

Highest Playcentre qualification held ¹ by Adults who are designated ² to be on duty.	PAID ADULTS				UNPAID ADULTS			
	Total number of paid adults on duty		TOTAL ³ child contact hours worked per week		Total number of unpaid adults on duty		TOTAL ³ child contact hours worked per week	
	Male	Female	Male	Female	Male	Female	Male	Female
NZ Playcentre Federation Inc. Certificate								
Playcentre Federation Association Certificate								
Playcentre National Certificate								
The Playcentre Education Diploma: Course 6								
Playcentre in Context: Course 5 Certificate								
Playcentre Practice: Course 4 Certificate								
Playcentre Sessions: Course 3 Certificate								
The Playcentre Way: Course 2 Certificate								
Introducing Playcentre: Course 1 Certificate								
A former ⁴ Playcentre qualification. (the adult on duty must not be recorded against any of the above Playcentre qualifications)								
Other adults who are designated to be on duty <u>and</u> are not included above <u>and</u> do not hold a Playcentre qualification								
Totals								

1. Must hold the actual certificate for the qualification.
2. Only count the adults who are rostered/organised to be on duty and are rostered/organised to be **primarily engaged** in the education and care of the children on the sessions. Do not include visitors or parents staying to settle their children.
3. By paid adults and by unpaid adults and by qualification, add the child contact hours worked by all adults who are organised to be on duty during this week. For example, if there were ten unpaid adults on duty holding a Playcentre National Certificate and each worked 2.5 hours per day for 3 days they would have collectively worked 75 hours for the week, $10 \times 2.5 \times 3 = 75$ child contact hours.
4. Part 1 or Part 2 or Part 3 or Part 4 awarded prior to 2001.

**ANSWER this question.
THEN go to Question 10 if any of the above Adults also hold another non-Playcentre ECE qualification or licensing points,
OTHERWISE, go to Question 11**

QUESTION 10: Highest non-Playcentre ECE teaching qualification or licensing points held by Adults who are designated¹ to be on duty

For the week 19 June to 25 June 2006, record the number of adults, paid and unpaid, who are designated to be on duty by the **highest non-Playcentre ECE teaching qualification they hold.**

Number of adults who are designated to be on duty (paid and unpaid) by highest non-Playcentre ECE teaching qualification or licensing points held.

Highest non-Playcentre ECE teaching qualification or licensing points held by Adults who are designated ¹ to be on duty.	PAID ADULTS				UNPAID ADULTS			
	Total number of paid adults on duty		TOTAL ² child contact hours worked per week		Total number of unpaid adults on duty		TOTAL ² child contact hours worked per week	
	Male	Female	Male	Female	Male	Female	Male	Female
Has a Masters of Education or other post-graduate ECE qualification ³ and also has an ECE teaching qualification ^{4,5} approved by the NZ Teachers Council (NZTC) ⁶								
Has a Masters of Education or other post-graduate ECE qualification ³ but does not also have an ECE teaching qualification ^{4,5} approved by the NZTC ⁶								
Has an ECE teaching qualification eg; Bachelor, Diploma or Graduate Diploma, approved by the NZTC ⁶								
Has another ⁵ ECE teaching qualification approved by the NZTC ⁶								
Has any other ECE teaching qualification or certificate ⁷ not approved by the NZTC ⁶ , or holds licensing points								
Does not have any ECE teaching qualification but has another ⁸ teaching qualification approved by the NZTC								
Totals								

1. Only count the adults who are rostered/organised to be on duty and are rostered/organised to be **primarily engaged** in the education and care of the children on the sessions. Do not include visitors or parents staying to settle their children.
2. By paid adults and by unpaid adults and by qualification, add the child contact hours worked by all adults who are organised to be on duty during this week. For example, if there were ten unpaid adults on duty holding a Diploma and each worked 2.5 hours per day for 3 days they would have collectively worked 75 hours for the week, $10 \times 2.5 \times 3 = 75$ child contact hours.
3. Includes: Master of Teaching and Learning with a major in ECE or Early Years; Advanced Dip. Tchg (ECE); Higher Dip. Tchg (ECE).
4. An ECE teaching qualification e.g. Bachelor, Diploma or Graduate Diploma.
5. Other ECE qualifications include: a NZQA equivalent qualification gained before 1995; a NZFKU Diploma; or an overseas qualification recognised by NZQA to be equivalent to a Diploma of Teaching (ECE).
6. Approved by the NZ Teachers Council means the holder of the qualification can become a registered teacher.
7. Includes: National Certificate in ECE and Care (level 5); PIECCA Diploma; Diploma of Tchg. (ECE) not recognised by the NZTC i.e. Seacoh, Chrysalis, Creative Learning Environment qualifications.
8. Primary or Secondary teaching qualification.

QUESTION 11: Currently studying for ECE teaching qualifications including Playcentre qualifications

For the week 19 June to 25 June 2006, were any of the adults on duty, recorded in Question 9, currently studying for ECE teaching qualifications including Playcentre qualifications?

- No → Go to question 12 if you have paid staff.
Go to question 13 If you do not have paid staff.
- Yes → Give details below.

1. Number of **paid adults** on duty and currently studying for ECE teaching qualifications including Playcentre qualifications.
(cannot be greater than the total number of paid adults in question 9)

→
Paid

2. Number of **unpaid adults** on duty and currently studying for ECE teaching qualification including Playcentre qualifications.
(cannot be greater than the total number of unpaid adults in question 9)

→
Unpaid

When answered:

If in question 9 you have recorded paid staff at your Playcentre now go to question 12.

If in question 9 you have NOT recorded paid staff at your Playcentre now go to question 13.

QUESTION 12: PAID adults¹ who are organised to be on duty, by ethnicity² and gender

No → Go to question 13

Yes → Record details below

Did your Playcentre record paid adults on duty in question 9?

For the week 19 June to 25 June 2006, record the number of paid adults¹ who are organised to be on duty by ethnicity and gender.

Ethnic ² group classification	Number of paid adults who are organised to be on duty for the week 19 June to 25 June 2006		
	Paid Male	Paid Female	Ethnic totals
NZ Maori			
Tokelauan			
Fijian			
Niuean			
Tongan			
Cook Islands Maori			
Samoaan			
Other Pacific groups			
South East Asian (e.g. Vietnamese)			
Indian			
Chinese			
Other Asian (e.g. Japanese, Korean)			
Other (e.g. South American, African, M/East)			
NZ European/Pakeha			
Other European (e.g. British, Greek)			
Total paid adults on duty			

Total paid staff must agree with question 9 paid staff totals.

1. Only count the paid adults who are designated to be **primarily engaged** in the education and care of the children.
2. Refer to "Definition of terms" for ethnic group classification - page 1.

QUESTION 13: Relationships with local schools

Does your Playcentre provide or make available links with local schools?

No



Go to question 14

Yes



See below, tick either 'yes' or 'no' to each question

(i) Is your Playcentre located on school grounds? Yes No

(ii) Do you share the facilities at any of your local schools? Yes No

(iii) Do you provide transition visits to/from any local schools (i.e. new entrant classes) ? Yes No

(iv) Do any of the local schools support the recruitment of children into your Playcentre? Yes No

(v) Do you provide information to parents/caregivers on any local schools (i.e. prospectuses, pamphlets, news-sheets, information packs)? Yes No

(vi) Do you have relationships with schools other than any of the above relationships? (if 'yes' please specify below) Yes No

Make sure you have ticked either 'yes' or 'no' when answering questions (i) to (vi).

QUESTION 14: Services additional to Early Childhood Education provided by your Playcentre

Does your Playcentre provide or make available any services other than early childhood education?

No



Go to Page 17 and sign the declaration

Yes



See below, tick the relevant boxes

(i) Out-of-school care and recreation (e.g. OSCAR) services

(ii) Child health services provided or made available on site:

- visiting doctor
- visiting nurse
- immunisation
- ear checks
- eye checks
- Well Child visits
- dental health visits

(iii) Does your Playcentre liaise with other agencies to provide services for individual parents and children?

- counselling
- iwi social services
- community workers
- children's supervised access
- GSE/accredited service provider
- social workers and/or CYFS workers

(iv) Parenting programmes and information:

- parent education programmes (eg. focusing on child learning and development, child health etc.)
- provision of information (eg. pamphlets, booklets on parenting and child development)

(v) **Other** (please specify)

When completed go to page 17 and sign the declaration.

MINISTRY LOCAL OFFICES

Any changes to information on the cover page of this form should be forwarded to your local Ministry of Education office.

Auckland: 39-45 College Hill Ponsonby Private Bag 47 911 Auckland Phone: (09) 374 5400 Fax: (09) 374 5401	Invercargill: 78 Doon Street Private Bag 90 122 Invercargill Phone: (03) 211 3610 Fax: (03) 211 3611	Rotorua: Level 4 1144 Pukaki Street P O Box 1749 Rotorua Phone: (07) 349 7399 Fax: (07) 349 7398
Christchurch: 123 Victoria St Private Box 2522 Christchurch Phone: (03) 364 3330 Fax: (03) 364 3332	Lower Hutt : 2 nd Floor 65 Waterloo Rd Lower Hutt Phone: (04) 463 8699 Fax: (04) 463 8698	Wanganui: 116 Victoria Ave Private Bag 3012 Wanganui Phone: (06) 349 6300 Fax: (06) 349 6301
Dunedin : 7 th Floor, John Wickliffe House Princes St P O Box 1225 Dunedin Phone: (03) 471 5200 Fax: (03) 471 5201	Napier: Ground Floor, Bower Building 19 Bower Street P O Box 147 Napier Phone: (06) 833 6730 Fax: (06) 833 6731	Whangarei: The Money Factory 10 Awaroa River Road, Onerahi Private Bag 9015 Whangarei Phone: (09) 436 8900 Fax: (09) 436 8902
Hamilton: 150 Victoria Street Private Bag 3011 Hamilton Phone: (07) 858 7130 Fax: (07) 858 7131	Nelson : 2 nd floor Aon House 241 Hardy Street P O Box 282 Nelson Phone: (03) 546 3470 Fax: (03) 546 3471	National Office: 45 - 47 Pipitea Street P O Box 1666 Thorndon Wellington Phone: (04) 463 8000 Fax: (04) 463 8001

RS61 CONTACT ECE PERSON AT NATIONAL OFFICE

For further information on completing this RS61 return contact:

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