



Creche and Kindergarten Association

Information Sheet for families and educators

- Online Survey -

Review of Family Day Care Changes Project

(Approved by C&K, August 2015)

Research team contact

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What is the purpose of the review?

The Australian Government has introduced a number of recent changes to Family Day Care (FDC). C&K has been implementing these changes which have impacted on educators and families. Now that the changes are almost implemented, C&K wants to review the process C&K used to implement those changes, to learn how we could do things differently in the future. You are invited to participate in this project because you have been involved in the change process.

Are you looking for people like me?

C&K is looking for two groups of people. Educators and families who have **continued** to receive Family Day Care services with C&K AND other educators and families who decided to **leave** C&K services.

Hearing from educators and families, will help C&K understand what families and educators want to receive from a FDC service provider, including whether educators and families might return to C&K in the future, if the conditions were right.

What will you ask me to do?

You will be asked to fill out an online survey, which will take approximately 10 – 20 minutes of your time, depending on how much you write.

The survey will include questions of what you like about family day care, how it could be improved, whether the changes have impacted on you, and demographic information.

Your participation in this project is entirely voluntary. Should you want to withdraw from the online survey you can do this by exiting the survey at any time and/or not completing all the questions. Your decision to participate or not participate will in no way impact on your relationship with C&K, now or in the future.

If you wish to complete this survey as a telephone interview, please contact Pam Spall, Manager, Research and Evaluation at telephone (07) 3552 5346 or p.spall@candk.asn.au and a suitable time can be arranged.

Are there any benefits for me in taking part?

It is expected that this project may not benefit you directly. However, in sharing your knowledge, expertise and experience of the change process, C&K can learn how to do things better in the future. Also we will understand the impacts on educators and families of the federal government changes and can use this information to advocate for the benefit of children, families and educators.

Are there any risks for me in taking part?

There are minimal risks associated with your participation in this review. You may find it uncomfortable to recall the change process, particularly where you may have decided to leave C&K. You should feel free to not answer any questions that you do not want to answer if you feel they may upset you.

You might also experience some inconvenience by volunteering your time to complete the survey.

Will my privacy and confidentiality be respected?

All comments and responses will be treated confidentiality unless required by law. The names of individual persons are not required in completing the survey. C&K will not use the data to identify individuals. The survey asks for language spoken (family survey only) and region of the family day care service (educator survey only). This allows us to know the region you are attached to as this may affect the change process differently. We will de-identify the data to prevent identification. Data will not be used for any other purposes other than for this review report.

The survey is being conducted by survey monkey. Information you provide will be transferred to survey monkey servers in the United States of America. By undertaking the survey, you agree to this transfer. C&K have taken all reasonable steps to ensure that survey monkey will appropriately manage any personal information provided by you. If you have any concerns regarding the privacy of your personal and confidential information please do not complete the survey. If you want to read more about survey monkey's privacy policy <https://www.surveymonkey.com/mp/policy/privacy-policy/>

I am interested – what should I do next?

If you have any additional questions or require further information please contact the researcher:

Review researcher: Pam Spall

Phone: (07) 3352 5346

Email: p.spall@candk.asn.au

Submitting the completed online survey is accepted as an indication of your consent to participate in this review.

What if I want to complain or express a concern?

C&K is committed to research integrity and the ethical conduct of research projects. If you have any concerns or complaints about the ethical conduct of the project you may contact C&K's Action Research Team (ART), comprised of C&K educators. To contact ART please email research@candk.asn.au ART is not connected with the research project and can facilitate a resolution to your concern in an impartial manner.

Thank you for helping with this review project. Please keep this sheet for your information.