

Work Guide for International Teachers

Early Learning Placements is a boutique recruitment firm offering Sydney's best recruitment service to early childhood & OOSH professionals across the Sydney Metropolitan area. We have numerous roles available on both a permanent and casual basis for Training, Cert III, Diploma and Degree qualified candidates. ELP offer our candidates a personalised, genuine service and the opportunity to work with Sydney's top early childhood centres and OOSH.

In Australia, we are currently experiencing a national shortage of qualified Early Childhood Teachers (ECT's) that is degree qualified Teachers who have specific qualifications in early childhood education (0-6yrs) and welcome overseas educators with suitable qualifications and work rights.

To work in early childhood education in Australia you must have 5 key things:

1. Current working rights in Australia.
2. An ACECQA recognised specific early childhood education qualification.
3. A BOSTES recognised accreditation.
4. A Working With Children Check.
5. A current tax file number (TFN).

Applying for a visa to work in Australia:

There are many visa's that allow early childhood professionals to legally work within Australia. To ensure that you arrive in Australia with legal work rights, you must receive your visa prior to arriving in Australia. Below is the link to Australian immigration that outlines what visa is most applicable to you and your circumstances.

<http://www.australia.gov.au/information-and-services/immigration-and-visas/work-visas>

Questions relating to visa's must be directed to the Australia immigration office or your immigration agent.

Getting your overseas qualifications assessed before you arrive:

Early Learning Placements specialise in placing staff in the Early Childhood Sector on a casual, contract and permanent basis (essentially 0-6yr old children).

In Australia, there are two different government bodies that oversee teaching staff:

1. Essentially for teaching staff of children aged 0-6yrs (governed by ACECQA)
2. For teaching staff from 5yrs + which essentially is throughout the school system (infants, primary & high school governed by Department of Education).

To work in early childhood education in Australia you must obtain or being working towards an Australian early childhood qualification or alternatively have your overseas qualifications assessed by the regulatory body ACECQA to grant you access to work in a centre. If your overseas qualifications are listed on the below list (exact wording is essential), you do not need to go through the assessment process. However, if your overseas qualifications are NOT listed, you must have your qualifications assessed.

Ensure your qualification transfer across to Australia standards by cross checking using the below link: <http://acecqa.gov.au/qualifications>

If your qualifications do not sit on the above list, you must have them assessed by ACECQA. This process may take up to 3 months and hence is recommended that you commence this process to ensure you arrive in Australia with the appropriate qualification outcomes. You are not able to work in Early Childhood in Australia if your qualifications have not been approved. Please also note that unless your qualifications are specific to Early Childhood it is unlikely that they will be approved to work with 0-6yrs in Australia.

If you have Primary Qualifications, you should be in contact with the Department of Education (a separate regulatory body) <http://www.dec.nsw.gov.au/> and/or agencies other than ourselves that specialise in placing teaching staff working with children 6 years plus. ELP do not work in this space.

Once you know your qualifications are valid in Australia, please contact Early Learning Placements to do an initial Skype interview prior to your arrival or alternatively we can organise a time to meet once you land in Australia.

Getting Bostes Accreditation

All Early Childhood Teachers working in Australia must be accredited by Bostes. Given that you need your WWCC to apply for Bostes accreditation, you are best to have the information collated to apply on arrival in Australia. See the link below relating to accreditation. Any questions must be directed to Bostes directly.

<http://www.nswteachers.nsw.edu.au/future-returning-teachers/overseas-teachers/>

Working With Children Check (WWCC)

It is legislation in New South Wales that if you are starting a new job (or changing jobs) in child-related work, you must apply for a Working With Children Clearance Check before you start work.

A Working With Children Check involves a national criminal history check and review of reported workplace misconduct, and the result is either a clearance to work with children for five years, or a bar against working with children. If the outcome is a clearance, the Check can be used for any paid or unpaid child-related work in NSW.

A Working With Children Check is a legal requirement for anyone in child-related work.

How to apply (easiest to apply once you are in Australia as you have to pay in person and show 100 points of ID):

1. Fill in an online application form at www.kids.nsw.gov.au If you cannot access the online system, call the customer service line on +61 2 2986 7627 and an officer will complete the form for you.
2. Once you have completed the form, you will receive an application number. Take this number and proof of your identity to a Roads and Maritime Services (RMS) office.

You will need to pay \$80 in person and provide 100 points of Identification for a five year Working With Children Check clearance. ***It is this application number you must supply to your employer until you have received your clearance number. You cannot complete this process until you are in Australia.***

Once your application has been processed, you will receive an email (or letter) with your Working With Children Check status. Most applications will be processed within 48 hours. If your Check status is a clearance, your Check will be valid for five years.

See the below website for the process:

<https://www.service.nsw.gov.au/transaction/apply-working-children-check>

If the outcome is negative, you cannot work with children and it is an offence to do so. If you are already in child-related work, you must remove yourself from this work immediately. Your employer may be contacted and notified of your barred status, but no other details regarding your records will be released.

3. Once your application has been processed, you will be notified of the outcome by email or post.

For more information, please read the facts sheets online at:
<http://kids.nsw.gov.au/kids/working/newcheck/factsheets.cfm>

Applying for a tax file number

By law, any person working in Australia must have a Tax File Number (TFN). Upon commencing employment you must complete a tax file form, which is a legal document that your employer requires. You can collect a tax file form from the post office or the Australian Taxation Office.

<http://www.ato.gov.au/Forms/TFN---application-for-individuals/>

Now you are ready to work! Let Early Learning Placements help you secure your ideal role. Call ELP on +61 2 9223 9555 or email us at info@earlylearningplacements.com.au