

Employer Guide: Classifying your educators under the VECTEA 2020

Last published: May 2022



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Best practice guidelines for new employees

*Under the Victorian Early Childhood Teachers and Educator Agreement 2020 (VECTEA), there is no requirement to recognise prior kindergarten or long daycare experience, but it is **best practice** to do so.*

NB: ELAA does not complete formal work history calculations for educators, who can be classified using the information contained in this resource. Work history classification requests for early childhood teachers can be completed online through the ELAA membership portal [here](#).

Classification levels upon commencement

Commencement level: Certificate III qualified or working towards educators/trainees.

Position	Years of experience	Classification level
Certificate III educator or KIS Additional Assistant	No prior experience or < 1 year	Level 1.1
	1 year	Level 1.2
	2 years	Level 1.3
	3 years	Level 1.4
	4 years	Level 1.5
	5 years or more	Level 1.6

Commencement level: Diploma qualified educators (or working towards).

Position	Years of experience	Classification level
Diploma qualified Educator	No prior experience or < 1 year	Level 2.1
	1 year or more	Level 2.2
	2 years or more	Level 2.3 (as of 1 July 2022)

Incremental progression

Certificate III educators and Additional Assistants:

Following 12 months' service from the last incremental anniversary date or commencement of employment, educators will progress to the next increment level.

Certificate III qualified educators

- May progress to a maximum level of 1.6 on the educator's scale based on each year of experience.

Working towards a certificate III qualification (Includes trainees working in a funded kindergarten program).

- Educators actively working towards a Certificate III employed after the commencement of the VECTEA 2020 (19 July 2021), cannot progress beyond level 1.2 of the educator's scale.
- Educators actively working towards a Certificate III who were employed prior to the VECTEA 2020 can progress up to a maximum level of 1.3 on the educators' scale.

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Diploma qualified educators:

Following 12 months' service from the last incremental anniversary date or commencement of employment, educators will progress to the next increment level.

Prior to 1 July 2022:

- May progress to a maximum Level 2.2 based on years of experience.

As of 1 July 2022:

- Level 2.2 diploma qualified educators with 12 or months of service will progress to Level 2.3.
- Diploma with two years or more experience at the commencement of employment, will be able to commence at a Level 2.3.

Higher duties

Early childhood teachers performing an educator role

- If a qualified early childhood teacher (ECT) is seeking to be employed in the role of an educator, they may be hired and paid educator rates for their time in that position provided they are not required to perform duties expected of an ECT.
- It is best practice to commence an early childhood tertiary trained educator at the highest pay point within the educator scale their role falls within.

Higher duties for certificate III educators (clause 64.1)

A certificate III qualified educator who holds an approved diploma qualification may be requested to perform the duties of a:

- Diploma educator and be paid the Level 2.1 rate.

- As an Activity Group Leader (non-funded program) and is paid at Level 3.1 of the AGL rate

Tertiary qualified educators performing a teaching role (clause 64.2)

A diploma educator who holds an approved teaching qualification (and VIT registration) may be requested to perform the duties of a teacher on a temporary basis. Under clause 64.2 of the VECTEA, they must be paid the teacher rate (i.e., ECT level 2.1) based on their qualification and experience.

Use of waivers - DET approved only

- In some circumstances, the Department of Education and Training may provide a waiver for a diploma educator (without a teaching qualification) to perform the role of a teacher on a temporary basis. ELAA recommends that you pay your educator the Activity Group Leader rate Level 3.1).
- For primary school teachers without early childhood qualifications who have been granted a waiver to perform work as an ECT - are paid under the teacher salary scale according to their teaching experience (ages 4-8) and qualifications (clause 49.4 recognition of prior teaching experience).

Use of 'actively working towards' for ECT Regulation 242.

Regulation 242 under the National Regulations expired on 1 January 2018 in Victoria.

For an educator to be permitted to work as an early childhood teacher without VIT registration, the employer must obtain a waiver from the Department of Education and Training's National Quality Agenda IT system. See [Waivers \(education.vic.gov.au\)](https://www.education.vic.gov.au/Waivers).

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All educator classifications

Summary table of all available VECTEA 2020 educator pay points (increments).

Role	Classification level (Progress every 12 months on incremental anniversary date)
Activity Group Leader (Not applicable for funded kindergarten programs)	Level 3.1
	Level 3.2
	Level 3.3
	Entry point
Diploma Educator	Level 2.3 <i>Effective 1 July 2022</i>
	Level 2.2
	Level 2.1
	Entry point
Certificate III Educators and working towards)	Level 1.6
	Level 1.5
	Level 1.4
	Level 1.3
	Level 1.2
	Level 1.1 Entry point

Classification translations

Children's Services Award 2010 to VECTEA 2020

How to classify your educator moving from long day care to the VECTEA.

Certificate III Educators - CSA

All kindergarten programs		
VECTEA 2020 Level	Children's Award 2010	Services
1.6	3.3	
1.5	3.3	
1.4	3.3	
1.3	3.3	
1.2	3.2	
1.1	3.1	

Diploma educators - CSA

All kindergarten programs		
VECTEA 2020 Level	Children's Award 2010	Services
2.3	3.4 (Diploma)	
2.2	3.4 (Diploma)	
2.1	3.4 (Diploma)	

Room leaders - CSA

Non-funded kindergarten - Activity Group Leader classifications (e.g. extended care)		
VECTEA 2020 Level	Children's Award 2010	Services
3.3	4.3	
3.2	4.2	
3.1	4.1	

Room leaders - CSA

Funded 3-year-old and 4-year-old kindergarten Diploma Educator classifications		
VECTEA 2020 Level	Children's Award 2010	Services
2.3 (after 1 July 2022)	4.3	
2.2	4.2	
2.1	4.1	

VECTEA 2020 educator classifications

Decision framework

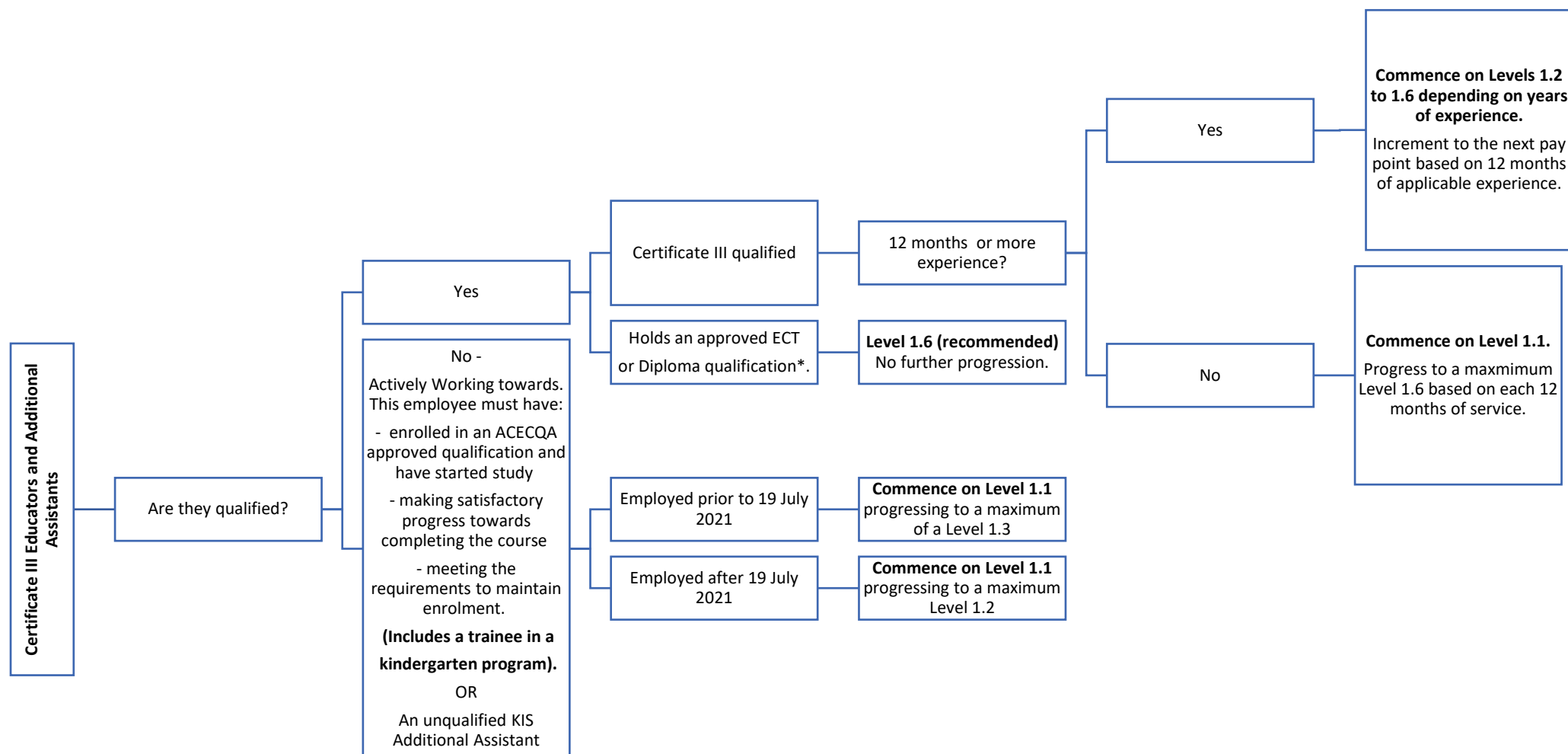
Determining commencement level for new employees



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Certificate III qualified educators (or actively working towards)

***Please note:** for an employee working in a position at a level that is lower than their primary qualification (e.g. a Certificate III role), the employee must agree and only perform duties within the position and cannot count towards the 'Diploma and higher' ratio requirements under the Education and Care Services National Regulations 2011 (Regulation 126).



VECTEA 2020 Educator Classifications

Decision framework

Determining commencement level for new employees



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Diploma qualified educators (or actively working towards)

