



Welcome

*Integrating an ELC into your
Independent School*



Hello, I'm Hayley



Hello everyone, and welcome to today's webinar on Integrating an Early Learning Centre into Your Independent School. My name is Hayley, and I'll be your host for this session.

Before we begin, a few quick housekeeping notes:

- This session will run for approximately 60 minutes.
- There will be a Q&A session at the end, so feel free to drop your questions in the Q&A box throughout the webinar.
- This session is being recorded, and we'll share the recording with all registrants after the event.

With that, let's meet our speakers!



Meet our Speakers



Abby
Revill

**Executive Officer
Christian Early Learning**

Abby has 22+ years of experience in early learning. Abby joined Christian Early Learning in March 2023 after roles including General Manager of 30 Long Day Care centres and OSHC services. Abby and her husband, Ben, currently serve as Pastors of the Pentecostals of Parramatta.



Anna
Phan

**Director
Resolve**

Anna has extensive experience in recruitment, strategy, leadership, and governance, with a focus on Early Childhood organisational consulting. She is Board Chair of Christian Early Learning and serves on the BaptistCare NSW/ACT board, contributing to key committees. Previously, she was a NFP CEO and a senior sales leader in global FMCG organisations.



Joe
Kelley

**Project Consultant
Coverite Projects**

With extensive experience in Business Development, specifically in the Education sector, Joe has worked closely with independent schools to develop tailored solutions that meet their unique needs. His understanding of education allows him to provide strategic insights and practical guidance, helping schools create environments that support learning and community engagement.



The Role of Early Learning in Supporting the School's Mission

Presenter:
Abby Revill
Executive Officer



SESSION ONE



Missional Benefits:
Strengthening the School's
Purpose



Educational Benefits:
A Strong Start for Lifelong
Learning



Cultural Benefits:
Creating a Values-Based
Learning Community



Organisational Benefits:
Strengthening School
Growth & Sustainability

Christian Early Learning

At Christian Early Learning, our mission extends beyond education to equipping early learning services with the tools and guidance they need to flourish. We specialise in coaching and support, walking alongside services as they establish their foundations in governance and operational excellence. From navigating regulatory frameworks to designing systems that reflect Christian values, we empower leaders and educators to create environments where children thrive.

Through our tailored approach, we ensure services align with the National Quality Framework (NQF), while embodying Christ-centred principles of care and stewardship. Additionally, we host a range of in-person and online professional development opportunities and events, providing continuous learning and community engagement for educators and leaders.

Area of Support

- Advocacy
- Professional Development
- Networking & Community
- Members Website
- Resources & Support



Missional Benefits: Strengthening the School's Purpose

1

Laying a Foundation of Faith and Values

2

Supporting the School's Faith-Based Identity

3

Character Development Through Faith

4

Promoting a Holistic Approach



Educational Benefits: A Strong Start for Lifelong Learning

Holistic Growth: Academic, Social, Emotional, and Spiritual

Faith-Integrated Learning

Continuity in Curriculum and Teaching Approaches

National Quality Framework and Early Years Learning Framework



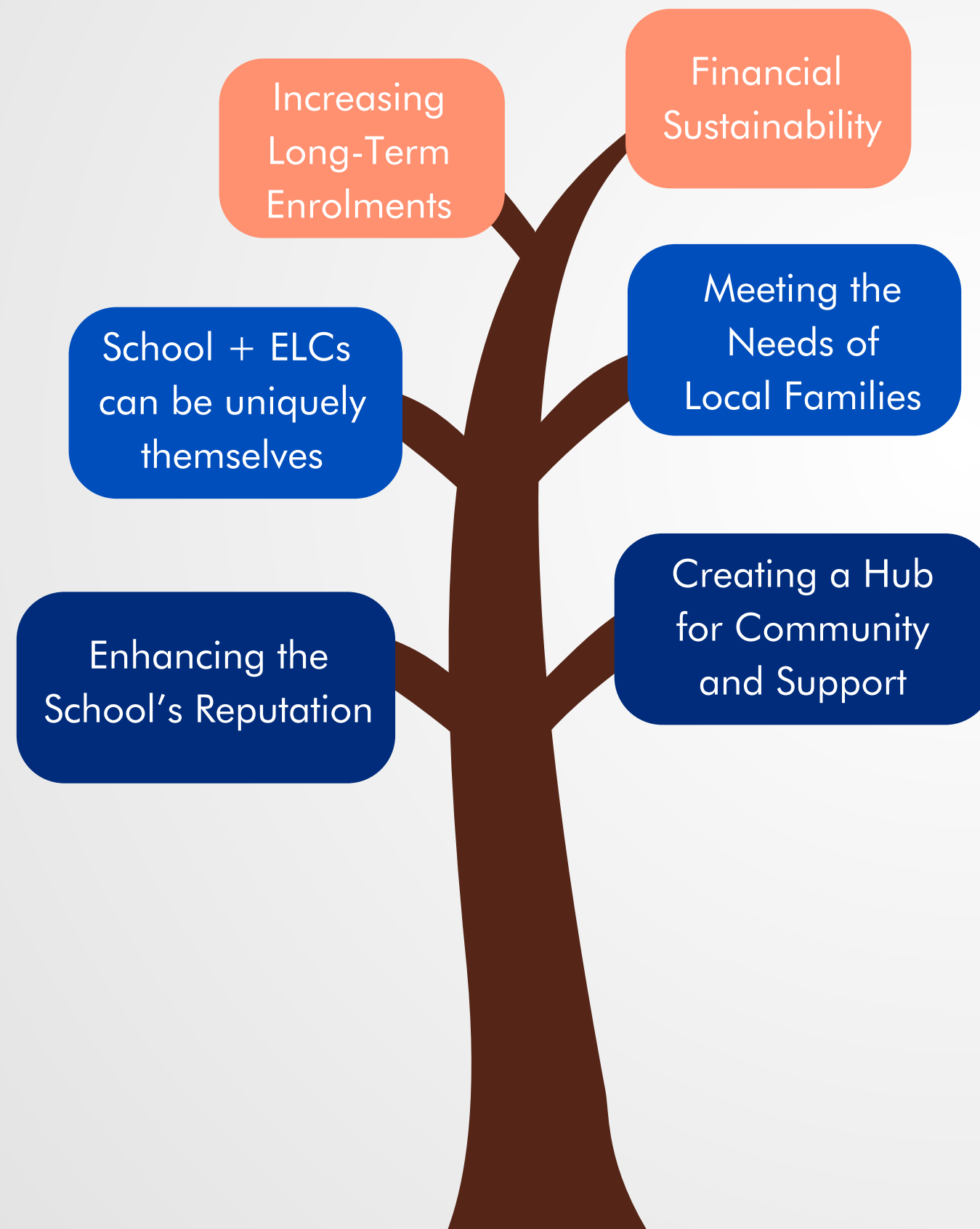
Cultural Benefits: Creating a Values-Based Learning Community

Instilling Ethical and Moral Foundations

Strengthening the School's Identity



Organisational Benefits: Strengthening School Growth & Sustainability



Quick Reminder

for this webinar



Please add your questions to the Q&A panel, and we'll address them during the discussion at the end.



Strategic and operational preparation for implementing an ELC

Anna Phan

Models of Early Learning

Prep

Preschool

Early Learning Centre

Governance Considerations

Governance structure implications:

- MEA arrangements
- Regulatory requirements including Persons with Management and Control identification
- Purpose / values / vision alignment
- Organisational capacity
- S83c compliance

Feasibility Study

- Market Analysis
 - Legal and Regulatory Considerations
 - Target Market and Customer Analysis
 - Staffing and Human Resources
 - Financial Projections
 - Risk Assessment
- 

Early Learning Supporting School Sustainability

- Rent
- Management Support Fees
- Enrolments
- Childcare for staff
- Pathways for student employment

Recommended Planning Processes

1. Decide to explore Early Learning
2. Determine model
3. Prepare a feasibility study
4. Decide on location / premises / building solutions
5. Engage architects / lodge DAs / engage building contractors
6. Build or renovate premises (expected 12+ months)
7. Apply for provider approval: (allow 60 days)
8. Apply for Child Care Subsidy approval: (allow 60 days)
9. Apply for service approval: (just prior to open, allow 90 days)
10. Marketing for enrolments
11. Recruit staff
12. Open

Tips for Success

- Get support from experts
- Give the process plenty of time
- Engage your stakeholders early and often
- Manage the risks while pursuing the opportunity
- Allow for start up time

Quick Reminder

for this webinar



Please add your questions to the
Q&A panel for discussion



Bringing Your Early Learning Centre to Life

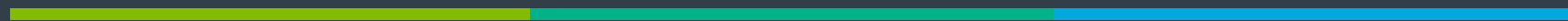
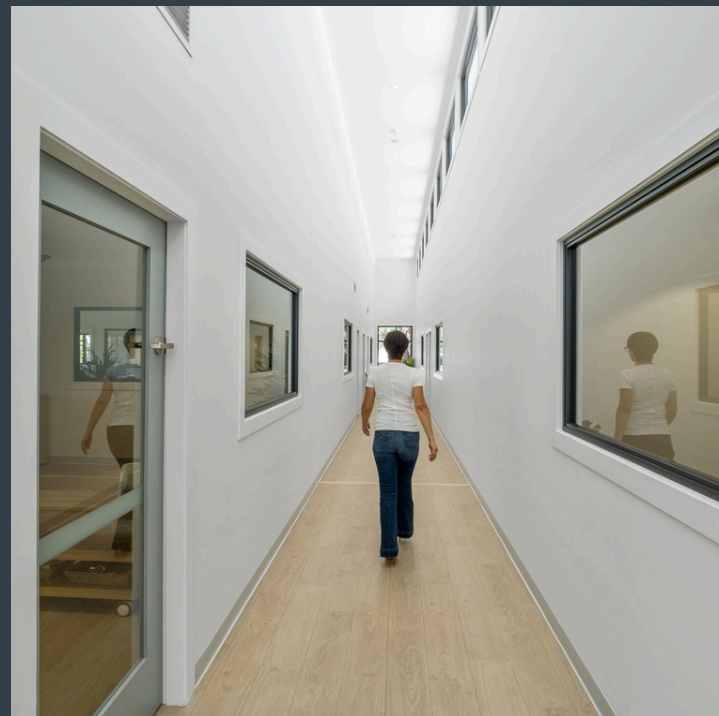
Presenter:
Joe Kelley
Project Consultant





**Why Early Learning
Matters**

The Development Process





Discover

01 | **DISCOVERY (1-2 Weeks)**

We collaborate with you to define your project's purpose and vision.

02 | **CONCEPT DEVELOPMENT (2-4 Weeks)**

Your ideas take shape with expert space planning and design solutions.

03 | **FEASIBILITY ASSESSMENT (1-2 Weeks)**

A comprehensive cost plan outlines your budget and project framework.





Design

04 | DEVELOPED DESIGN + DA Approval (8-12 Weeks)

We refine the architectural design, engage consultants, and manage approvals if required.

05 | TECHNICAL DESIGN (8-12 Weeks)

Your project becomes construction-ready with detailed documentation.

06 | FIXED FINAL COST (1-2 Weeks)

We finalise a fixed cost and set a clear project timeline.





Deliver

07 | MOBILISATION (4-6 WEEKS)

Trades, materials, and site logistics are procured and prepared

08 | CONSTRUCTION PHASE (30-40 Weeks)

End-to-end project management ensures quality, timelines, and budgets are met.

09 | PROJECT COMPLETION (1-2 Weeks)

Your certified space is ready for occupancy.

10 | ONGOING SUPPORT

We provide continued support, ensuring long-term satisfaction beyond completion.





Grants

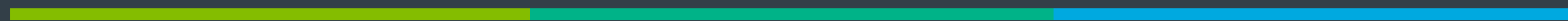
Grants offer schools a valuable opportunity to secure external funding for high-quality infrastructure and projects. However, many schools struggle with an inconsistent application process, which leads to frequent rejections and discourages future attempts.

A strong grant application isn't a last-minute effort - it requires a structured, well-planned process. While competition is high and not every application will succeed, those who are carefully prepared with clear evidence and strategic planning stand a far greater chance of securing funding and making a lasting impact.



Common Mistakes During the Design & Construction Phase

Designing and constructing an Early Learning Centre is a complex process that requires careful planning, compliance with regulations, and a focus on functionality and long-term viability. Here are the top 10 mistakes schools often make and how to avoid them.



Common Mistakes

01

Not Engaging a Specialist Team Early

Mistake: Many schools fail to involve an experienced design & construction team at the feasibility stage, leading to costly redesigns and delays.

02

Underestimating the Compliance & Regulatory Requirements

ELCs are subject to strict National Quality Framework (NQF) and Building Code of Australia (BCA) standards. Overlooking these can cause approval delays or costly rework.

03

Designing Without Considering Operator Needs

Mistake: Schools base their design on aesthetics rather than the practical needs of educators, children, and parents, leading to inefficient layouts.

Common Mistakes

04

Poor Site Selection & Underestimating Site Constraints

Mistake: Choosing a site without considering bushfire zones, flooding, traffic access, or topography can significantly impact costs and approvals.

05

Overlooking Indoor-Outdoor Flow & Play Spaces

Mistake: Many designs do not provide adequate natural light, ventilation, or seamless transition between indoor and outdoor play areas, affecting children's learning and wellbeing.

06

Poor Budget Planning & Not Accounting for Cost Escalation

Mistake: Setting an unrealistic budget, not factoring in contingencies, escalation, and provisional sums, leading to financial stress during construction.

Common Mistakes

07

Ignoring Future-Proofing & Scalability

Mistake: Designing for current needs without considering future expansion or changes in regulations.

08

Overlooking Indoor-Outdoor Flow & Play Spaces

Mistake: Using a traditional tender model often results in budget blowouts and extended timelines due to a disconnect between design and cost control.

09

Poor Budget Planning & Not Accounting for Cost Escalation

Mistake: Overlooking community concerns such as traffic, noise, and accessibility, leading to DA objections and reputational issues.

Common Mistakes

10

Rushing the Approval & Pre-Construction Phase

Mistake: Schools eager to start construction often rush through design documentation, town planning, and approvals, leading to costly delays.



Let's get the Q/A started!



We've received some great questions in the chat, and we'll address as many as possible.

Let's get started!



That's a wrap!

Before we wrap up, a few final reminders:

- A recording of this webinar will be sent to all registrants.
- If you have additional questions, feel free to reach out to our speakers directly.
- We'd love your feedback! A short survey will be sent to you after the webinar- we appreciate your thoughts to help improve future events.

Check your email

