

# Accreditation of kindergarten guidelines

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## Introduction

The Queensland Curriculum and Assessment Authority (QCAA) is responsible for accrediting kindergarten guidelines developed by another entity for implementation in education and care services.

More detailed information can be obtained from the relevant legislation and regulation:

- *Education (Queensland Curriculum and Assessment Authority) Act 2014 (the Act)* [www.legislation.qld.gov.au/Acts\\_SLs/Acts\\_SL\\_E.htm](http://www.legislation.qld.gov.au/Acts_SLs/Acts_SL_E.htm)
- *Education (Queensland Curriculum and Assessment Authority) Regulation 2014 (the Regulation)* [www.legislation.qld.gov.au/Acts\\_SLs/Acts\\_SL\\_E.htm](http://www.legislation.qld.gov.au/Acts_SLs/Acts_SL_E.htm)

## What is accreditation?

Accreditation refers to the QCAA's legislative function to assess how well a kindergarten guideline meets certain education and social responsibility criteria set by the Queensland Government. The Regulation prescribes other requirements that must be met for a guideline to be accredited by the QCAA.

## What kindergarten guidelines are eligible?

Any curriculum framework that provides education for areas of learning in Kindergarten and does not contradict Australian and Queensland legislative requirements is eligible for accreditation.

## Who may apply for accreditation?

The person who owns the guideline, or a person authorised by the owner of the guideline, can apply to have the guideline accredited.

## What is the cost of accreditation?

For each guideline submitted for accreditation, there is an application fee prescribed in Schedule 1 of the Regulation. The fee consists of an administrative component and an evaluation component. If a person withdraws an application for accreditation before the QCAA has started the evaluation process, the evaluation component will be refunded but the administrative component, prescribed in Section 166A of the Regulation, will be retained.

## What is the timeline for processing an application?

If an application is made on or before 28 February of any given year, the QCAA must decide on the outcome of the application not later than 31 August in the same year (the 'decision day'). If an application is made after 28 February, the decision day (set by Regulation) is as soon as practicable after evaluation of the guideline but not later than 31 August in the following year.

## What is the evaluation process?

The Governing Body of the QCAA has established an Accreditation and Recognition Committee to oversee the accreditation process and give advice and recommendations about an accreditation application.

This committee will refer the application to the Early Years Learning Area Reference Committee (LARC) to evaluate the guideline. In turn, a LARC can convene an expert panel to provide informed opinions about how well the guideline meets each of the educational criteria in Section 5 of the Regulation.

Membership of the expert panel members could include educators and other kindergarten experts or educational institutions, and officers of the QCAA with kindergarten expertise.

The Office of the QCAA will provide an analysis of the application against each of the social responsibility criteria in Section 6 of the Regulation.

## What is the accreditation period?

Generally, the accreditation period will be for six years. However, the QCAA will decide on a case-by-case basis and notify the applicant of the period.

## How is accreditation decided?

An accredited syllabus or guideline must meet both educational and social responsibility criteria, as set out in Sections 5 and 6 of the Regulation.

## What if accreditation is refused?

If the QCAA decides not to grant accreditation of a guideline, the applicant will be notified as soon as possible, with details of the available review process.

## Re-accreditation

Applications for renewal of accreditation may be made by the owner, the registered nominee, or other owner-authorized person. An application for renewal must include any proposed changes to an accredited guideline and the prescribed application fee.

In the year before the expiry year of the accredited kindergarten guideline, the QCAA will provide a 'renewal notice' to the owner or registered nominee.

## Grounds for cancellation of accreditation

The QCAA may cancel accreditation of a kindergarten guideline before the expiry of the accreditation period if the QCAA:

- becomes aware of a concerning matter (relating to the guideline)
- considers it would have refused to grant or renew accreditation (of the guideline) if it had been aware of a concerning matter before granting or renewing accreditation
- considers accreditation (of the guideline) was granted or renewed because of a materially false or misleading representation or declaration.

## Application for accreditation or re-accreditation

To apply for accreditation please complete the Accreditation or re-accreditation of a kindergarten guideline [www.qcaa.qld.edu.au/downloads/about/app\\_form\\_accred\\_kindergarten.docx](http://www.qcaa.qld.edu.au/downloads/about/app_form_accred_kindergarten.docx) and send to the QCAA with a copy of the kindergarten guideline for accreditation or re-accreditation.

## More information

If you would like more information, please visit the QCAA website [www.qcaa.qld.edu.au](http://www.qcaa.qld.edu.au) and search for 'kindergarten accreditation' or email the P–12 Resources branch at [accreditation@qcaa.qld.edu.au](mailto:accreditation@qcaa.qld.edu.au).

Before preparing and submitting an application for accreditation, prospective applicants may like to discuss details of the accreditation requirements and the evaluation process with the Accreditation Officer by phone on 3864 0255.