



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI



Public Notice of Approval of Application to Initiate Bargaining for a Proposed Fair Pay Agreement

Section 37 of the Fair Pay Agreements Act 2022

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| Proposed Fair Pay Agreement: | Early Childhood Education |
| Initiating Union: | New Zealand Educational Institute (Te Riu Roa) |
| Application Number: | FPA01-008-2023 |
| Decision: | APPROVED |

I, the Chief Executive of the Ministry of Business, Innovation and Employment (MBIE), give notice that I have approved an application from the Initiating Union to initiate bargaining for a proposed fair pay agreement (FPA) under section 33 of the Fair Pay Agreements Act 2022 (the Act), for the Early Childhood Education Industry, as described below in Part 2 of this Public Notice.

Part 1: Initiation test relied on

The Initiating Union's application relied on the 1,000 employees representation test for initiating bargaining under section 28(1)(a) of the Act. This test is met if at least 1,000 employees who would be within the coverage of the proposed FPA support the application to initiate bargaining.

The Initiating Union claimed support from 2,925 employees and provided information about those employees as required to support the application under section 31 of the Act. Using this information, MBIE selected a random sample of employees for the purpose of verifying the information provided by the Initiating Union.

Based on that sample verification, I was satisfied that the representation test under section 28(1)(a) of the Act had been met in that at least 1,000 employees within the proposed coverage support the application to initiate bargaining for a proposed FPA.

Part 2: Coverage of the proposed FPA for the Early Childhood Education

The proposed FPA is an industry-based agreement and covers only the occupations within the industry as described below.

Industry description

The industry covered by the proposed FPA is the Early Childhood Industry. The Early Childhood Industry includes units providing Early Childhood Education (Preschool Education) and Childcare Services.

This industry provides education and care services for children from the ages of 0-6. This education takes place in centres that are licenced by the Ministry of Education and operate under a variety of models of ownership.

The industry is defined with reference to ANZSIC codes P 801000 and Q 871000. *(ANZSIC Industry labels, descriptions and alternative titles have been updated or modified to align with the proposed industry coverage.)*

P 801000 - Early Childhood Education (title updated to align with industry description)

This class consists of units mainly engaged in providing accredited pre-primary school education. Pre-school programs are educational in nature and are designed to introduce children to ideas, attitudes and behaviour required in a school environment. They are usually directed to children three to five years and are generally sessional in nature and are provided by staff that have training in an education field.

Specifically included in coverage:

- a) Kindergarten operation
- b) Kōhanga reo operation
- c) Nursery school operation
- d) Playcentre operation
- e) Preschool operation
- f) Kindergarten
- g) Kōhanga reo
- h) Kindergarten preschool operation (except child minding centre operations which are included below under ANZSIC **Q 871000**)
- i) Pre-school operation
- j) Preschool education service
- k) Pre-school centre operation (except child minding centre operations which are included below under ANZSIC Q8710000)

Exclusions:

- a) Providing pre-primary school education in conjunction with normal primary school education (included in Class 8021 Primary Education);

Q 871000 - Child Care Centre Operation (title updated to align with industry description)

This class consists of units mainly engaged in providing day care of infants or children.

Specifically included in coverage:

- a) Child care centre operation
- b) Creche operation
- c) Day nursery operation
- d) Childminding centre operation (except home or school)
- e) Child care service
- f) Child minding centre
- g) Childcare centre
- h) Childcare
- i) Child care
- j) Childrens nursery operation (except preschool education operations which are included above under **ANZSIC P 801000**)
- k) Child day care centre operation
- l) Childminding service
- m) Family day care centre operation
- n) Family day care service

Exclusion:

- a) Providing before and after school care
- b) Operating a children's home (included in Class 8609 Other Residential Care Services).

Occupations descriptions

Below is a summary of the occupations, including the work or type of work within the industry coverage proposed:

241111 Early Childhood Teacher (Pre-primary School Teacher/ ECE Teacher / Kaiako - Qualified)

Occupation label and description modified to align with industry coverage. Alternative titles included and additional tasks have been added to provide more clarity.

Plans, organises and conducts activities to teach and care for children aged 0-6. Must be qualified and registered.

Specialisation:

- Preschool Director

Alternative Titles:

- Lead Teacher
- Team Leader
- 2IC
- Registered Teacher
- Fully Registered Teacher
- ECE Educator
- Kaiako Māori
- Reliever
- Relief Teacher
- Kaiwhakaako
- Release Teacher
- Room Leader
- Beginning Teacher (BT)
- Provisionally Registered Teacher (PRT)
- Curriculum Lead, Kindergarten Teacher
- Early Childcare teacher
- Preschool Teacher
- Daycare Teacher
- Teacher
- Kaiako kōhungahunga.

Tasks include:

- planning and structuring learning in both indoor and outdoor environments using a variety of materials and equipment to facilitate students' development
- providing a variety of experiences and activities to develop motor skills, cooperative social skills, confidence and understanding
- promoting language development through storytelling, role play, songs, rhymes and informal discussions held individually and within groups
- observing students to evaluate progress and to detect signs of ill health, emotional disturbance and other disabilities
- observing nutritional health, welfare and safety needs of students and identifying factors which may impede students' progress
- tracking child development, including through writing learning stories
- keeping up with professional development and other profession requirements
- discussing students' progress with parents
- attending parent interviews, and staff and committee meetings
- participating in community and family support programs as appropriate
- supervising student teachers on placement

241112 Kaiako Kōhanga Reo (Māori Language Nest Teacher)

Occupation label and description modified to align with industry coverage. Alternative titles included and additional tasks have been added to provide more clarity

Plans, organises and conducts activities to teach and care for children aged 0-6 in a Kōhanga Reo (Māori language nest) and helps them understand Māori language and customs.

Alternative titles:

- Bilingual Teacher
- Kaiako TKR
- Kaiwhakaako I Te Reo Māori
- Kōhanga Reo Kaiako, Kōhanga Reo
- Teacher, Kōhanga Reo Worker
- Māori Language Nest Teacher
- Te Reo Tutor
- Total Immersion
- Teacher
- Kaiako Kōhanga Reo
- Kaiako Reo Māori

Tasks include:

- teaching in Te Reo Māori
- working collaboratively with whānau and providing frequent feedback on education and language development of tamariki
- planning and structuring learning in both indoor and outdoor environments using a variety of materials and equipment to facilitate students' development
- providing a variety of experiences and activities to develop motor skills, cooperative social skills, confidence and understanding
- promoting Māori language development through storytelling, role play, songs, rhymes and informal discussions held individually and within groups
- observing students to evaluate progress and to detect signs of ill health, emotional disturbance and other disabilities
- tracking child development, including through writing learning stories
- keeping up with professional development and other profession requirements
- observing nutritional health, welfare and safety needs of students and identifying factors which may impede students' progress
- attending parent interviews, and staff and whānau committee meetings
- participating in community and family support programs as appropriate
- supervising student teachers on placement

ECE Teacher/Kaiako – Unqualified No code

(Closest codes: 241111 and 241112 Early Childhood Pre-primary School Teacher/ ECE Teacher / Kaiako Kōhanga Reo)

Occupation label and description modified to align with industry coverage. Alternative titles included and additional tasks have been added to provide more clarity .

Assist in planning and providing early childhood education under direction of teachers and Centre Managers. Unqualified and unregistered.

Alternative titles:

- Unregistered Teacher
- Support Teacher
- Unqualified Reliever
- Teacher in Training
- Student Teacher
- Lunch Cover
- Kaiako – Unqualified

Tasks include:

Perform under supervision of qualified and registered teachers or Centre Managers:

- planning and structuring learning and play in both indoor and outdoor environments using a variety of materials and equipment to facilitate students' development
- providing a variety of experiences and activities to develop motor skills, cooperative social skills, confidence and understanding
- promoting language development through story telling, role play, songs, rhymes and informal discussions held individually and within groups
- observing students to evaluate progress and to detect signs of ill health, emotional disturbance and other disabilities
- observing nutritional health, welfare and safety needs of students and identifying factors which may impede students' progress

134111 Child Care Centre Manager

Occupation description modified to align with industry coverage. Alternative titles included and additional tasks have been added and or modified to provide more clarity

Plans, organises, directs, controls and coordinates the activities of a childcare centre or service.

Alternative title:

- ECE Centre Manager/Head Teacher/Senior Teacher
- Other titles may include: Centre Director, Centre Facilitator, Service Manager, Tumuaki, Pouako, Childcare Centre Director, Childcare Coordinator, Kaiwhakarite

Tasks include:

- recruiting, organising and supervising childcare staff
- ensuring the safety of children, staff and visitors in the centre
- communicating with parents and caregivers
- maintaining records for the centre
- managing the finances, supplies and accounts for the centre
- leading pedagogy and curriculum in the centre
- ensuring staff receive appropriate professional development
- ensuring the centre complies with government requirements

- planning and implementing programs and activities to develop the physical, social emotional and educational needs of young children
- teaching 'on the floor', in ratio, as and when required

ECE Teacher Aide (Preschool Teacher Aide: 422115)

Alternative titles included and additional tasks have been added and or modified to provide more clarity

Provides care and supervision for children at preschool centres under the direction of Early Childhood (Pre-primary School) Teachers.

Specialisation: Kindergarten Assistant

Alternative title:

Other titles may include:

- Kaiāwhina
- Teaching Assistant
- Learning Assistant
- Preschool Helper
- Kindergarten Assistant
- Preschool Aide

Tasks include:

- demonstrating, supervising and participating in activities which enhance the physical, social, emotional and intellectual development of tamariki
- preparing indoor and outdoor areas for learning and recreational activities
- assisting children with intellectual, physical and behavioural difficulties in ECE environments
- assisting children individually to learn social and language skills
- assisting with preparing teaching aids, and copying and collating written and printed material
- distributing and collecting lesson material

422113 Kaiāwhina Kohanga Reo

Assists Kaiako Kōhanga Reo (Māori Language Nest Teachers) with teaching duties and activities in the Māori language for children at pre-primary or early childhood level with emphasis given to Tikanga Māori (Māori custom)

Alternative titles included and additional tasks have been added to provide more clarity.

Alternative title:

- Kaiāwhina
- Teaching Assistant
- Learning Assistant

- Kaimahi

Tasks include

- demonstrating, supervising and participating in activities which enhance the physical, social, emotional and intellectual development of tamariki
- preparing indoor and outdoor areas for learning and recreational activities
- assisting children with intellectual, physical and behavioural difficulties in a kōhanga reo environment
- assisting children individually to learn social and language skills
- assisting with preparing teaching aids, and copying and collating written and printed material
- distributing and collecting lesson material

ECE Administrator (Occupation specific to ECE services centres - closest code: 531111)

Occupation label and description modified to align with industry coverage. Additional tasks have been added and or tasks have been modified to provide more clarity.

Assists in the operation of ECE centres through various clerical tasks.

Tasks include

- recording, preparing, sorting, classifying and filing information
- sorting, opening and sending mail; photocopying and faxing documents
- preparing reports of a routine nature
- recording issue of equipment to staff
- receiving letters and telephone messages
- transcribing information onto computers, and proofreading and correcting copy
- may provide customers with information about services
- may perform receptionist duties

ECE Cook (Occupation specific to ECE services - closest code: 351411)

Occupation label and description modified to align with industry coverage. Alternative titles included to align with industry coverage and there is no intent to include codes 351311, 25112, 851311 as these align with other industries. Additional tasks have been added to provide more clarity.

Prepares meals for children in ECE, and other ancillary kitchen related tasks.

Alternative title:

- Chef
- Nutritionist
- Nutrition specialist
- Kitchenhand
- Kaikihini

Tasks include

- planning and serving provision of food in Early Learning Centers
- ordering and sourcing food
- maintaining a clean, safe and hygienic environment
- tracking and responding to dietary requirements

ECE Whānau Liaison (Occupation specific ECE services - closest code: 411713 Family Support Worker)

Occupation label and description modified to align with industry coverage. Alternative titles included to align with industry coverage and there is not intent to include codes 411711 or 224912. Additional tasks added provide more clarity

Works with and assists social workers and parents/family.

Alternative title:

- ECE Liaison Officer
- Family Liaison
- ECE Community worker
- Family Support Coordinator

Tasks include

- maintaining relationships with community and whanau, including supporting whānau in various ways and providing links to social services
- working directly with parents/family to oversee the recruitment and retention of children in ECE services
- may assist social workers

ECE Caretaker (Occupation specific to ECE services - code: 899111)

Occupation label and description modified to align with industry coverage. Tasks have been added and or modified to provide more clarity.

Maintains and cleans ECE grounds and buildings.

Alternative title:

- Groundskeeper ECE centre
- Maintenance ECE centre

Tasks include

- keep and maintain the ECE grounds and buildings of ECE centres

Education Support Worker (Occupation specific to ECE services - closest code: 422115 Preschool Aide)

Occupation label and description modified to align with industry coverage. Tasks have been modified for added to provide more clarity

Education Support Worker only work with children with high learning needs identified through the early intervention service.

Tasks include

- work with centre staff to support children who are receiving targeted early intervention learning support
- support child's learning, and promote engagement, independence and social relationships
- support the child's engagement in regular centre activities
- contribute to observations and document learning
- be available to the teaching team and other children, as appropriate

ECE Van Driver (Occupation specific to ECE services - code: 731211)

Occupation label and description modified to align with industry coverage. Additional task have been added to provide more clarity.

Transports only children 0-6 to and from ECE centre. No teaching qualification or special licensing is required.

Tasks include:

- daily pick up and drop off children
- transporting children to and from centre excursions as required in a safe manner
- complete minor maintenance on the van as/when required
- ensuring van register is signed by parents and administration is completed and up to date
- liaising & updating with parents/caregivers
- ensuring health and safety of children during transport

Part 3: General information

- i. Unless the coverage of the proposed FPA changes during bargaining, the FPA will apply to:
 - a. each employee who, in relation to the FPA, will be a covered employee; and
 - b. each employer who, in relation to the FPA, will be a covered employer (i.e. because it employs at least one covered employee).
- ii. Each covered employee and each covered employer (as at the date on which the application to initiate bargaining was approved) may be represented in the bargaining for the proposed FPA
- iii. A plain language explanation of next steps for bargaining can be viewed on Employment New Zealand webpage and in [The Fair Pay Agreements System: a guide for participants](#)



Carolyn Tremain

**Te Tumu Wharekarae mō Hikina Whakatutuki,
Chief Executive of Ministry of Business, Innovation and Employment**

Date: 19 June 2023