

How Centre Managers Can Use KPIs Without Becoming Finance Experts

Better numbers. Better decisions. Stronger centres.

Centre Managers do not need to become accountants, but they do need to understand the operational numbers that influence staffing, occupancy, quality, compliance and financial sustainability. This practical Rymen Academy course helps managers use KPIs with confidence, understand what the numbers are saying and lead with greater clarity.




Practical KPI knowledge for stronger leadership and sustainable centres



WHAT THIS TRAINING COVERS



1 The key KPIs that matter in an early learning service



2 Occupancy, utilisation, wage cost percentage and revenue trends



3 How bookings, absences and session patterns affect centre performance



4 How roster decisions impact financial sustainability



5 How to read a simple dashboard without needing finance training



6 How KPIs support better decisions, not blame







7 The link between quality, compliance, staff deployment and financial outcomes





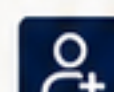


8 How managers can use KPIs in weekly leadership conversations

ALSO INCLUDED

-  Practical KPI dashboard templates
-  Weekly KPI review tools
-  Support to design centre-specific KPIs
-  Action templates for occupancy, rostering and performance follow-up

TEMPLATES PROVIDED

-  KPI dashboard template
-  Weekly Centre Manager KPI review template
-  Room-by-room occupancy tracker
-  Roster and wage cost review template
-  Enrolment pipeline tracker

WHO SHOULD ATTEND?



Centre Managers



Assistant Managers



OSHC Coordinators



Approved Providers



OUTCOME

Centre Managers become more confident using numbers to lead the service, improve decision-making and understand the financial impact of daily operations. They leave with practical tools, templates and clearer centre-specific KPI structures.

[ENQUIRE ABOUT TRAINING >](#)



OSHC TRAINING COURSE

OSHC Practice Systems: From Daily Expectations to Quality Evidence

Practical systems. Clear expectations.
Stronger practice. Better outcomes for children.

Strong OSHC services are built through consistent routines, reflective practice, accurate records and visible leadership. This course helps OSHC Coordinators and educators turn daily practice into quality evidence.



Practical training for OSHC teams that drives clarity, consistency and compliance.



WHAT YOU WILL LEARN



Reflection that drives improvement

Understand the difference between personal reflection, team reflection and staff meeting minutes.



Clear roles, stronger practice

Clarify educator and coordinator expectations across before school care, after school care and vacation care.



A week that works

Build a weekly operating rhythm that covers program, compliance, communication, quality and safety.



Compliance & quality made practical

Link daily tasks to MTOP and the NQS Quality Areas and build the evidence you need for Assessment & Rating.



Supervision, safety & wellbeing

Strengthen active supervision, transitions, risk management and behaviour guidance strategies.



Records that tell the right story

Know what to record, where to record it, and how to create evidence that reflects quality practice.



Communication that connects

Improve handovers, parent communication, child voice and team conversations.



Tools you can use tomorrow

Use practical templates and visual artefacts to create consistency across your OSHC service.

REAL TOOLS. REAL IMPACT.

Participants receive practical templates and visual tools, including:

-  Reflection Guide & Templates
-  Weekly Focus Planner
-  Educator Expectations Checklist
-  Coordinator Task Planner
-  Compliance Evidence Tracker
-  QA Evidence Mapping Tool
-  Role Model & Professional Standards Poster

Customise them for your service!



COURSE OUTCOME

Leave with the confidence, tools and systems to deliver consistent, high-quality OSHC programs that support children, families, teams and compliance.



WHO SHOULD ATTEND?

- ✓ OSHC Coordinators & Responsible Persons
- ✓ Assistant Coordinators
- ✓ OSHC Educators
- ✓ Educational Leaders
- ✓ Area Managers & Operations Managers
- ✓ Approved Providers

Perfect for new leaders or experienced teams wanting stronger systems.



WHY THIS COURSE?

-  Build consistent OSHC practice across your team.
-  Improve compliance confidence and evidence quality.
-  Support children's wellbeing, development and engagement.
-  Save time with simple, effective systems and templates.



Stronger systems. Confident teams. Thriving children.
BOOK YOUR TEAM'S TRAINING TODAY!

Invest in your team today for a better tomorrow!

