


## CHC30113 – Certificate III Early Childhood Education and Care

### School Based Trainees

#### Course Outline

<b>Accreditation</b>	<p>TRY Learning is a Registered Training Organization (RTO Number 21053) under the Australian Skills Quality Authority.</p> <p>This training program is nationally accredited and recognized at Certificate III standard (level 3) under the Australian Qualification Framework.</p>	
<b>Delivery Mode</b>	<p>Training will be delivered face to face in the class room environment. Although part of the assessment will be completed at the workplace. Students will be required to undertake minimum 259 hours of work placement to reinforce their learning in the class and to practice their skills.</p> <p>Students will be required to work in a regulated early childhood education and care service for 1 day per week school term, 7 hours per day, and will be required to attend 1 day per week face to face classes.</p> <p>Regulated early childhood education and care service accepted are long day care centers (childcares), Kindergartens.</p>	
<b>Course Duration</b>	<p>This training program will normally be delivered over 37 weeks school term (with 1 day per week face-to-face classes), excluding public holidays.</p>	
<b>Course Structure</b>	<p>Students are required to complete 15 core and 3 elective units as listed on the next page.</p>	
<b>Pre-requisites</b>	<p>There are no formal entry requirements for enrolment into this course; however, students are required to meet the following conditions under this training program, before being accepted for admission into this course.</p> <ul style="list-style-type: none"> <li>- Students must be screened and recommended by their school VET coordinator or career adviser</li> <li>- Students must hold a current working with children check</li> <li>- Students must be have access to working with children of varying age, from 0 to 6 years old.</li> <li>- Students must be Australian Citizen/permanent residents.</li> <li>- Students must be able to speak, read and write English. This will be assessed through a LLN assessment. Assessors will make a judgement based on the Australian Core Skills Framework to assess if a student can be accepted for enrolment and if any support strategies are to be adopted. The following levels of LLN are required at Certificate III level : Learning – level 3; Reading – level 3; Writing – level 3; Oral communication – level 4; Numeracy – level 3.</li> </ul> <p><a href="https://vetnet.education.gov.au/Pages/download.aspx?url=https://vetnet.education.gov.au/Public%20Documents/HLT_and_CHC_Foundation_Skills_Guide_R2.pdf">https://vetnet.education.gov.au/Pages/download.aspx?url=https://vetnet.education.gov.au/Public%20Documents/HLT_and_CHC_Foundation_Skills_Guide_R2.pdf</a></p> <p>A Pre Training Interview/Review will also be conducted to ensure that the course is suited to their ambitions, career objectives and aspirations.</p> <p>Applicants must be 15 years old or over.</p>	

<b>Career Outcomes</b>	Graduates of this course can work in early childhood education and care facilities as educators who will be assisting in designing and implementing curriculum in early childhood education and care services. Graduates of this program will have required knowledge/ understanding on how to implement approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standard.	
<b>Education Pathways</b>	Graduates may wish to continue their education onto Diploma level and may be able get credit towards Diploma of Early Childhood Education and Care.	
<b>Units in this training program</b>		
<b>Health, safety and Nutrition</b>		
CHCECE002	Ensure the health and safety of children	Core
CHCECE004	Promote and provide healthy food and drinks	Core
HLTWHS001	Participate in workplace health and safety	Core
<b>Working Effectively</b>		
BSBWOR301	Organise personal work priorities and development	Elective
<b>First Aid in Early Childhood Ed. &amp; Care</b>		
HLTAID004	Provide an emergency first aid response in an education and care setting	Core
<b>Sensitive Practice</b>		
CHCECE001	Develop cultural competence	Core
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	Core
<b>Legislation and Frameworks</b>		
CHCLEG001	Work legally and ethically	Core
CHCPRT001	Identify and respond to children and young people at risk	Core
CHCECE009	Use an approved learning framework to guide practice	Core
<b>Care and Nurturing</b>		
CHCECE003	Provide care for children	Core
CHCECE005	Provide care for babies and toddlers	Core
CHCECE007	Develop positive and respectful relationships with children	Core
<b>Supporting Children's Development</b>		
CHCECE006	Support behaviour of children and young people	Elective
CHCECE010	Support the holistic development of children in early childhood	Core
CHCECE011	Provide experiences to support children's play and learning	Core
CHCECE013	Use information about children to inform practice	Core

Connecting children to their world		
CHCECE012	Supporting children to connect with their world	Elective

<b>Training Arrangements</b>	<p>A training plan will be prepared for every student with proposed start and end dates for each unit/cluster. Training Plan will be endorsed by the school and signed by student, student's employer and student's legal guardian. A group timetable will be provided to trainers, work placement supervisors and students. Timetables outline the period when the work placement assessment will be conducted. Work placement visits will be arranged in agreement with student and workplace supervisor as per training plan.</p> <p>Students will be required to undertake self-directed study (research, reading textbook) and completing assessments for approximately 6-8 hours per week and approximately 6- 8 hours per week for Portfolio development.</p> <p>Attendance is compulsory in all the training sessions. Students are required to attend at least 80% of all the scheduled classes for each cluster. Students will be required to attend missed classes with other groups, when possible. Student may be required to pay for catchup classes if they missed a classes without a genuine reasons (medical condition – medical certificate required).</p> <p>Students will be required to undertake minimum 259 hours of paid work (part time employment) in regulated service as part of this program.</p> <p>Students will be inducted about their rights and obligations during an induction session prior to the commencement of any formal training.</p> <p>Maximum number of students in class is will be 25.</p>
<b>Additional Support</b>	<p>In accordance with the Standards for RTOs 2015, at a minimum, support should include:</p> <ul style="list-style-type: none"> <li>• Identifying particular requirements (such as literacy, numeracy, English language or physical capabilities) learners would need to complete each course, and</li> <li>• Developing strategies to make support available where gaps are identified.</li> </ul> <p>This may include, but not limited to providing:</p> <ul style="list-style-type: none"> <li>• Language, Literacy &amp; Numeracy (LLN) support</li> <li>• Assistive technology</li> <li>• Additional tutorials, and/or</li> <li>• Other mechanisms, such as assistance in using technology for research, reports, use of digital/electronic learning resources</li> </ul>
<b>Assessment Arrangements</b>	<p>Assessment will be conducted by a qualified assessor who meets the requirements specified under the Standards for RTOs 2015. Assessment is structured throughout the course. Students will be provided with feedback where needed to improve their knowledge and skills. Assessments are conducted holistically, where similar units are clustered together. This approach provides an opportunity to the assessor to assess the students on different subjects/topics at the same time. A range of assessment methods are used to assess student's competency in the subjects:</p> <ul style="list-style-type: none"> <li>- Written Questions</li> <li>- Case Studies</li> <li>- Scenarios</li> <li>- Practical Activities</li> <li>- Research Report</li> <li>- Portfolios</li> <li>- Assessor's Observation</li> </ul> <p>Trainers/assessors will be required to obtain verification of the face-to-face workplace visits by acquiring the dated signatures of the workplace supervisor and the students.</p>
<b>Work Placement Requirements</b>	<p>Students are encouraged to organize their own work place, although TRY Children's Services provides a number of traineeship positions for school based trainees. Students must be supervised at all times by a diploma qualified educator that will provide consistent mentoring and feedback on student's work performance. Workplace supervisors will be inducted about their responsibilities before student starts the course. A supervisor handbook will be provided as a guide for them. Supervisors will mainly be responsible for mentoring the student at the</p>

	<p>workplace, making sure that student receives the feedback on their activities and confirm the number of work placement hours in student's Logbook.</p> <p>Trainer/Assessor will evaluate the workplace suitability to training requirements by using the Workplace checklist.</p> <p>Work placement visits will be arranged in agreement with student and workplace supervisor as per group Timetable provided to students and workplace supervisors at course commencement.</p>
<b>Costs</b>	<p>This training is delivered with Victorian Government funding. Students who meet the eligibility requirements under the Skills First Program will only pay the enrolment fee of \$300. 80% reduction applies to Concession Card holders.</p>
<b>How to enroll</b>	<p>Please contact our office on 03 8545 9500 or <a href="mailto:training@try.org.au">training@try.org.au</a> to undertake and eligibility assessment and for enrolment process or to ask any question/ further information.</p> <p>TRY Learning encourages individuals with disabilities and culturally diverse background to access Government subsidized training.</p>
<b>Contact Details</b>	<p><b>TRY Learning</b></p> <p>Suite 3, Level 1, Building 2, 88 Ricketts Rd Mt Waverley VIC 3149</p> <p><b>Phone:</b> 03 9545 9500</p> <p><b>Email:</b> <a href="mailto:training@try.org.au">training@try.org.au</a></p> <p><b>Web:</b> <a href="http://trylearning.org.au">trylearning.org.au</a></p>