

## FACT SHEET CERTIFICATE III 2018

### CHC30113 Certificate III in Early Childhood Education and Care

#### **A career in early childhood education and care opens up a world of opportunities!**

The CHC30113 Certificate III in Early Childhood Education and Care is a nationally recognised qualification from the CHC Community Services Training Package.

#### **Start a new career**

It's a great time to start a career in early childhood. The sector is expanding and those with the right qualifications are in demand.

Working in early childhood is life-changing. This is a career where you can make a difference and be a positive influence in shaping young lives.

The role is all about nurturing young children's wellbeing and assisting in their social, emotional, physical and educational developmental needs.

Early childhood education and care qualifications prepare students for employment in regulated care services such as child care, long day care, kindergartens, occasional care and family day care. It is also a popular qualification for those working as nannies, children's programs and running playgroups.

With a qualification in early childhood, you can work in different early childhood settings – from community-based or not-for-profit services to privately-owned organisations, and/or to services located on school grounds. You can also provide family day care from your own home.

#### **Certificate III level educator**

**You need to:** hold or be studying towards an approved certificate III qualification to work in a regulated care service.

**Study time:** 6 to 12 months full-time. Students studying part-time may take 12-18 months.

**Vocational placement:** students completing a Certificate III qualification who do not work in a regulated care service, must complete unpaid vocational placement. This practical component will allow each student to gain experience in a variety of work situations and to put their learning into practice. Students participating in vocational placement will be required to undergo a Working with Children Check and receive a positive notice and blue card.

All assessment is competency based and completion of the placement will be based on competent completion of required tasks, however there is a mandatory requirement for you to complete a minimum number of hours for certain units. This includes...

- CHCECE007 Develop positive and respectful relationships with children - 120 hours
- CHCECE003 Provide care for children - 120 hours
- CHCECE005 Provide care for babies and toddlers - 120 hours
- CHCECE010 Support the holistic development of children in early childhood - 120 hours

The hours listed may be completed concurrently. For example, you may be working with a group of 3-5 year olds and developing positive and respectful relationships with children (CHCECE007) while you are providing care for children (CHCECE003) and supporting their development (CHCECE010). This would mean the one hour of work can contribute to the hours required for three units.

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However, you must work across all age groups and as a guide for Certificate III, the practicum requirements of 120 hours can be made up as follows:

- 30 hours – birth to two years
- 30 hours – two to three years
- 60 hours – three to five years

Students who are currently employed in the Early Childhood Education and Care Sector may also have to do additional vocational placement specific to the age group they may not work with.

### Why study with the C&K College of Early Childhood?

The C&K College of Early Childhood delivers high-quality courses which are capable of delivering the skills and competencies required in the workplace in a meaningful way.

What we do well is provide vocational placement opportunities with sufficient and planned on-the-job learning as this builds shared knowledge and is an effective way of making procedures and expectations of the learning environment explicit. The support provided by the supervisor in the workplace is key to the success of each student's learning and progress.

A vocational placement supervisor helps to develop a student by:

- Monitoring and signing off on the daily attendance
- Observing specific assessment tasks and providing advice and guidance
- Completing a workplace observation checklist
- Providing service resources and information (e.g. policy and procedures)

The importance of continuing professional development should not be underestimated – it is a career-long obligation for practicing professionals. The C&K course incorporates a number of ECEC sector professional development (PD) activities. These PD activities will deliver a deeper understanding of what it means to be an early childhood professional, along with a greater appreciation of the implications and impacts of your work. Carefully selected PD opens you up to new possibilities, new knowledge and new skill areas. The assessment process will confirm you have absorbed the necessary skills and your capability to apply them correctly in your work.

Students are encouraged to keep their resumes updated with ongoing professional development and to attach copies of certificates of completion. This will assist you to advance in your career and move into new positions where you can lead, manage, influence, coach and mentor others.

The Certificate III program offered by C&K College of Early Childhood incorporates the following PD:

- Dr Kaylene Henderson Raising Good Kids: Managing Behaviour and Emotions in Early Childhood Care and Education Settings online early childhood professional development course series developed specifically for childcare and education professionals.
- Nutrition Australia Qld LEAPS (Learning, Eating, Active Play, Sleep) online training specifically designed to meet the needs of Early Years Educators.
- Early Years Connect online module series covering Inclusion, Governance, Disability support and Transdisciplinary practice.

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The *Raising Good Kids: Managing Behaviour and Emotions in Early Childhood Care and Education Settings* online course series for early childhood professionals has been developed and presented by medically trained Child Psychiatrist, Dr Kaylene Henderson. Each of the three courses in the series provide research-based guidance on a variety of topics, in particular the management of emotions and behaviours in young children (aged birth to five), with examples set within early childhood care and education centres.

Raising Good Kids online plus practical skills assessment through a workplace project	Skills and knowledge required by educators working with children...
CHCECE007 Develop positive and respectful relationships with children	... to ensure they can develop and maintain effective relationships and promote positive behaviour
CHCECE006 Support behaviour of children and young people	... to apply strategies to guide responsible behaviour of children and young people in a safe and supportive environment
CHCECE020 Establish and implement plans for developing cooperative behaviour	... to support both individual and group plans for developing cooperative behaviour

**NAQ LEAPS** is designed to meet the needs of Early Years Educators gain the knowledge, practical skills and confidence to implement the Get Up & Grow healthy eating and physical activity guidelines in your setting. Successful completion of the online training together with demonstrating practical skills in the workplace can be used to demonstrate your new knowledge, skills and experience for the following unit:

LEAPS online plus practical demonstration in the workplace	Skills and knowledge required by educators working with children...
CHCECE004 - Promote and provide healthy food and drinks	... to promote healthy eating and ensure that food and drinks provided are nutritious, appropriate for each child and prepared in a safe and hygienic manner

**Early Years Connect** provides information, advice and connections to help early childhood education and care educators in Queensland to support children with complex additional needs. The online modules contain text, video, activities and assessments to help you learn more about inclusion. You can complete the modules whenever it suits you, and then download your Certificate of Completion. Successful completion of the online series together with demonstrating practical skills in the workplace, at Certificate III level, can be used to demonstrate your new knowledge, skills and experience for two units:

Early Years Connect online plus practical skills assessment through a workplace project	Skills and knowledge required by educators working with children...
CHCECE009 - Use an approved learning framework to guide practice	... to provide children with opportunities to maximise their potential and develop a foundation for future success
CHCECE010 - Support the holistic development of children in early childhood	... to support and recognise the interrelationship between the physical, social, emotional, cognitive and communication development of children from birth to 6 years of age

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The C&K course will prepare you to provide education and care to a group of children and plan and develop educational programs.

Graduates of the C&K Certificate III course, will have up to 13 units which will be a direct credit towards the Diploma qualification.

### Study pathways

C&K College of Early Childhood offers adaptable courses that respond to the latest industry developments and are linked to real employment opportunities.

We offer guaranteed vocational placement and provide a link to employment opportunities, with graduates eligible to apply for a position with the Crèche and Kindergarten Association. Or students may arrange their own vocational placement in an organisation of their choice. All assessment is competency based and completion of the placement will be based on competent completion of required tasks, however there is a mandatory requirement for you to complete a minimum number of hours for certain units.

The College offers multiple delivery options for our courses, so you may choose to study in a way that suits your lifestyle. Students may study on a full-time or part-time basis.

Flexible learning means you may study through distance learning. If you prefer the campus experience, you may study in a classroom environment at our training campus at Kedron or anywhere a structured program is running.

If you're not sure what's right for you, give us a call. We're happy to talk you through the options and help you make the best choice to suit your individual situation.

**26-week intensive program:** this training to employment pathway program combines a mixture of classroom learning, self-directed study, vocational placement and work-based assessment.

**External learning:** blended and flexible (self-directed study, phone tutoring, can opt in and out of classes, vocational placement and work-based assessment) 12-18 months ...the more time allocated to study will determine when a qualification is achieved.

**Traineeship:** as per the training contract (self-directed study, block release time and/or appropriate structured work-based learning and assessment) – we specialise in finding a training solution which is right for the Trainee, the service and timeframes (usually 12 to 18 months).

C&K College of Early Childhood has four major intakes in January, April, July and October. If you are interested in starting a qualification outside of these times, please call 07 3513 2524 for more information.

Trainees are able to commence at any time throughout the year.

### Recognition of Prior Learning (RPL)

If you have current Early Childhood sector skills and experience, but not a formal qualification, you may be eligible for Recognition of Prior Learning (RPL). The C&K College of Early Childhood recognises prior experience and learning. Students work through a toolkit which allows them to demonstrate their knowledge and skills without completing additional learning. Students can work through the toolkit at their own pace and are assessed on skills and knowledge through the Recognition process. Please contact the C&K College of Early Childhood to discuss how RPL might benefit you.

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#### Course summary

Students are provided with the McGraw-Hill *The Early Childhood Educator for Certificate III* textbook and NAQ *LEAPS* online and *Raising Good Kids: Managing Behaviour and Emotions in Early Childhood Education Settings* online professional development course.

To gain *CHC30113 Certificate III in Early Childhood Education and Care*, participants are required to competently complete 18 units of competency (15 core and 3 electives) as follows:

UNIT TITLE – elective units nominated by C&K RTO		Cert III	Diploma
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	Core	Core
CHCECE001	Develop cultural competence	Core	Core
CHCECE002	Ensure the health and safety of children	Core	Core
CHCECE003	Provide care for children	Core	Core
CHCECE004	Promote and provide healthy food and drinks	Core	Core
CHCECE005	Provide care for babies and toddlers	Core	Core
CHCECE007	Develop positive and respectful relationships with children	Core	Core
CHCECE009	Use an approved learning framework to guide practice	Core	Core
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	-
CHCLEG001	Work legally and ethically	Core	Core
CHCPRT001	Identify and respond to children and young people at risk	Core	Core
HLTAID004	Provide an emergency first aid response in an education and care setting	Core	Core
HLTWHS001	Participate in work health and safety	Core	-
CHCECE006	Support behaviour of children and young people	Elective *	-
CHCECE020	Establish and implement plans for developing cooperative behaviour	Elective *	Core
CHCPRP003	Reflect on and improve own professional practice	Elective *	Elective

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#### Credit Transfer and First Aid

The C&K College of Early Childhood does not offer the First Aid competency standard, at this time. Students will need to undertake the required First Aid course (HLTAID004 Provide an emergency first aid response in an education and care setting) and provide a copy of the Statement of Attainment to the College for the Credit Transfer process.

Should the College engage a specialist first aid trainer, students will be advised of the cost of attending the first aid course prior to enrolment in the unit and attendance at training workshop.

#### Funding options Qld Department of Education and Training (DET)

To assist with studying funding may be available to eligible students...

##### User Choice Funding: Traineeship Program

The C&K College of Early Childhood provides training for Traineeship study pathway for learners who have secured employment within an approved Early Childhood Education and Care service. State and Federal subsidised training may be available. Please contact us for more information. Calculation of the student co-contribution fee is as per the nominal hours per unit of competency.

If you wish to become a Trainee, visit the Australian Apprenticeships website for tips on securing employment as a Trainee. Then let your employer know you want to study with C&K College of Early Childhood.

##### Certificate 3 Guarantee Program

The *Certificate 3 Guarantee Program* is for any Queensland resident who does not already hold, or is not already enrolled in, a post-school Australian certificate III or higher level qualification this includes any equivalent certificate III or higher level qualification irrespective of whether the qualification is through a university degree, apprenticeship or traineeship pathway. (Note: certificate III qualifications completed at secondary school are not counted).

For more information, please refer to the DET's website:

<https://training.qld.gov.au/training/incentives/certificate3>

**Cost to participant:** a student co-contribution fee of \$50 per unit, or \$20 per unit for concessional students is required. The full cost of the certificate is \$850 (or \$340 for concessional students).

This course is **FEE FREE for year 12 students** graduating in 2018 under the Year 12 Graduate Fee-Free Training Strategy.

For more information, please refer to DET's website: <https://training.qld.gov.au/training/incentives/year12-fee-free>

#### Full fee paying students

The full cost of the certificate program is \$5,780 (\$340 per unit).

#### C&K and C&K Affiliate staff discount

- C&K supports staff undertaking a Traineeship through structured on-the-job and off-the-job paid training when studying with the C&K College. The student is fully supported by the service through the C&K Education Assistance Policy and is able to study for free. Please refer to C&K Careers.

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- Employees who enrol in a Certificate III in Early Childhood Education and Care, outside of a Traineeship pathway, may be eligible for DET subsidised training and receive a staff discount. The discount cost of the certificate course is \$340 (or \$170 for concessional students).
- Where staff are not eligible for DET subsidised training, C&K and C&K Affiliate staff may undertake individual units at the reduced cost of \$250 per unit.
- C&K employees may also seek financial assistance with the cost of the course under the C&K Education Assistance Policy.

### Need help?

If there is additional information you require prior to making a decision about which qualification and/or how the C&K College of Early Childhood can support your career endeavors, please contact the C&K College of Early Childhood Helpdesk on 07 3513 2524 or email your questions to [ckcollege@candk.asn.au](mailto:ckcollege@candk.asn.au).

### Lodging an application

When you are ready to lodge your application, please complete an Application Form and email to [ckcollege@candk.asn.au](mailto:ckcollege@candk.asn.au) and/or contact our C&K College of Early Childhood Helpdesk on 07 3513 2524.

### Contact details

Legal name:	The Crèche and Kindergarten Association limited
Trading name:	C&K College of Early Childhood
Registration code:	5025
Email:	<a href="mailto:ckcollege@candk.asn.au">ckcollege@candk.asn.au</a>
Helpdesk:	07 3513 2524