



## CHC30113 Certificate III in Early Childhood Education and Care

### Introduction

Optimistic Futures is a Registered Training Organization (RTO number 41053) registered with the Australian Skills Quality Authority. Optimistic Futures is proud to offer the Certificate III in Early Education and Care as 52 weeks course, based on face to face / blended program. This program provides learners with skills and knowledge required to provide care for individual and groups of children. This includes planning activities facilitating their leisure and play, enabling them to achieve their developmental outcomes. If you work in or wish to pursue a career within the child care industry, this is the course for you.

This qualification reflects the role of workers in a range of early childhood education settings. Students will learn to support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously in a range of child care facilities such as full day care center, occasional care facilities, and early learning center as an Early Childhood Educator.

Optimistic Futures is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality of the training and assessment being delivered in this course and for the issuance of all AQF certificates.

### Possible Job Outcomes

- Early childhood educator
- Outside school hours care assistant Personal care assistant
- Playgroup supervisor In-home respite worker
- Recreation assistant
- Family day care worker Community support worker
- Nanny
- Childhood educator Community care worker
- Reliever
- Childhood educator assistant

## Units of Competency

Code	Core / Elective	Unit of Competency	Nominal Hours
CHCECE001	Core	Develop cultural competence	80
CHCECE002	Core	Ensure the health and safety of children	80
CHCECE003	Core	Provide care for children	70
CHCECE004	Core	Promote and provide healthy food and drink	60
CHCECE005	Core	Provide care for babies and toddlers	60
CHCECE014	Elective	Comply with family day care administration requirements	50
CHCECE007	Core	Develop positive and respectful relationships with children	90
CHCECE009	Core	Use an approved learning framework to guide practice	80
CHCECE010	Core	Support the holistic development of children in early childhood	80
CHCECE011	Core	Provide experiences to support children's play and learning	60
CHCECE012	Elective	Support children to connect with their world	60
CHCECE013	Core	Use information about children to inform practice	60
CHCDIV002	Core	Promote Aboriginal and/or Torres Strait Islander cultural safety	50
CHCLEG001	Core	Work legally and ethically	75
CHCPRP003	Elective	Reflect on and improve own professional practice	120
CHCPRT001	Core	Identify and respond to children and young people at risk	90
HLTAID004	Core	Provide an emergency first aid response in an education and care setting	20
HLTWHS001	Core	Participate in work health and safety	35
<b>Total Hours</b>			<b>1220</b>

Negotiation is to be conducted between the student, trainer and assessor and employer regarding the elective competencies to be undertaken, depending upon the pathway chosen.

A list of all elective units of competency available can be viewed at

<http://training.gov.au/Training/Details/CHC30113>

## National recognition

These competencies have been drawn from the nationally endorsed industry training package the Community Services Training Package (CHC). Upon successful completion of the training and assessment, the qualification CHC30113 Certificate III in Early Childhood Education and Care will be issued. A transcript listing all units of competency will also be issued. The qualification and units of competency are nationally recognised and provide individuals with a valuable qualification that can be applied throughout Australia and the wider children's services community.

## Program outline

Training is delivered in a blended mode classroom based delivery which is trainer led combined with self-paced learning and periodic visits at the workplace. Written learning activities will reinforce theoretical knowledge, and skills will be practiced in the workplace where learning will be placed into context. Visits by Optimistic Futures trainers to the student's workplace will be undertaken. The primary purpose of workplace visits is to undertake assessment and collect workplace evidence. Participants will be provided with reference material to assist them to develop their knowledge of the subject.

## Location

Classes will be delivered at: Optimistic Futures, 4 Lytton St Glenroy 3046.

## Expected duration

The program is designed to be delivered over 52 weeks. Optimistic Futures is able to support participants that need additional time and can assist those participants that require assistance with LL&N (language, Literacy & Numeracy).

Face to face in class (6 hours a day (including half hour break) and one day a week for 52 weeks)	286 Hours
Trainer / Assessor Contact time with student individually over a period of 52 weeks	23 Hours
Work placement	120 Hours
Home Study, research, Assessments etc.	791 Hours
Total	1,220 Hours

## Assessment requirements

Optimistic Futures will train and assess the skills of learners by conducting a combination of realistic workplace tasks, projects, knowledge tests, response to case studies and feedback from supervisors. The following provides a brief explanation of the assessment methods that are to be applied:

- **Demonstration / Role-Play.** The student is required to demonstrate a range of skills whilst being observed by, or interacting with, the assessor. These activities will be clearly explained and always relate to duties relevant to the workplace. These activities allow the assessor to observe the student apply their knowledge and skills during practical activity.
- **Written Report / Case Study / Journal.** The student is required to produce a range of written records or reports based on real workplace scenarios or based on a case study that is provided by the assessor.
- **Project.** The student is required to undertake a range of projects in the context of his or her own workplace or on a case study that is provided by the assessor. A project will require the creation of various workplace documents (reports, memos etc.). Projects will often have a practical presentation component where the student will be asked to present the outcomes of their project.
- **Knowledge Test.** The student may be required to undertake a number of written knowledge tests over the course of his or her study. These tests will be provided to the student by the assessor at an arranged time and the student will be required to individually complete the test. The student may research their answers from the course training materials and notes as well as relevant workplace references.
- **Workplace Supervisor Report.** Workplace supervisors will be asked to provide feedback about the student's performance during a module. The supervisor will receive a briefing at the time the student begins studying each module to inform them of the module requirements.

## Practical (work) placement

Students enrolled in the CHC30113 Certificate III in Early Childhood Education and Care are required to participate in a minimum of 120 hours' practical placement with assessments required in all age groups. Optimistic Futures guarantees placement at our childcare facility for students already employed with us. Students that are employed at other services will be able to complete their hours at their service providing it meets the requirement's necessary to conduct assessment. Optimistic Futures can assist students who need to find an alternate placement.

## **Entry requirements**

All students will need to have a current Working with Children check to be able to undertake the practical component of this training.

This course has been designed with the target client being an existing worker in the child care sector. The assessment model and timeframe assumes that the student has an existing workplace to apply context and has some experience.

## **Working with Children Check**

All persons working in an early childhood services must have a current Working with Children Check issued by the relevant State or Territory in which they work.

## **Recognition of Prior Learning**

Applicants can apply for recognition of their existing skills and knowledge that are relevant to the units of competency within the program. These skills and knowledge may have been obtained through workplace training or experience and may reduce the number of units required to be completed during the program. Students are encouraged to notify Optimistic Futures of their interest or intention to apply for RPL prior to their enrolment.

## **Student Information**

Detailed student information is available within our Student Handbook which is supplied with the enrolment package. This Booklets contains important information about a student's rights and obligations such as their right to privacy, a safe training environment and the right to complaint or appeal an assessment decision. It is important that persons applying for enrolment must have had reviewed this information first.

Students are expected to keep a notebook and pen to take notes.

## **Dress and Appearance**

Students are required to present to class in neat, casual attire suitable for participation in practical activities. Specific clothing may be required at work placement and depends upon specific requirements of that work place. For more information please talk to your trainer / assessor.

## **Cost**

Course Fee: \$6,000    RPL: \$100 each unit    Deposit (administration fee): \$100

NOTE: Optimistic Futures requires a minimum deposit of \$150 to secure your enrolments.

For fee terms and conditions, payment plans and refund, please contact office or refer student handbook.

### **Funding availability**

Funding is available, check your eligibility at;

<http://www.skills.vic.gov.au/victorianskillsgateway/Students/Pages/vtg-eligibility-indicator.aspx?Redirect=1>

or alternatively please call our office for further information.

### **Cooling Off Period:**

The standards for Registered Training Organisations require an RTO to inform the prospective students of their right to statutory cooling off period. A statutory cooling off period of 10 days is applicable under Consumer Law to withdraw from a consumer agreement, if the agreement has been through unsolicited marketing and sales tactics. However, it may be noted that we do not engage in any aggressive marketing tactics like door to door marketing, hence Statutory cooling off period will not as such be applicable to our students who have enrolled into a program. However, for refund options students may refer to our refund policy available in Student Handbook

***For refund policy please refer student handbook.***

### **Need further information?**

For further information about re-assessment, complaint and appeal process, enrolments, refunds please refer student handbook or talk to us at

Phone: Mohammad Ayad on 0425 853 732

Email: [info@optimisticfutures.com.au](mailto:info@optimisticfutures.com.au)

Web: [www.optimisticfutures.com.au](http://www.optimisticfutures.com.au)