#### **Student Information**

Detailed student information is available within our student handbook which is supplied with the enrolment package. This booklet contains important information about a student's rights and obligation 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 bring along notebook and pen to take notes, may also bring a laptop.

#### **Cooling Off Period**

The standards for Registered Training Organization's 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.

#### **Complaints & Appeal Process:**

For further information about the Complaints and Appeal process please refer to the student handbook or speak to one of our staff.

#### **Refund Policy:**

For further information about the refund policy please refer to the student handbook or speak to one of our staff.

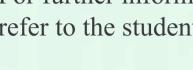




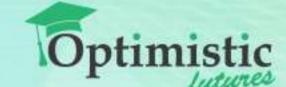


# CHC30113 Certificate III

# Early Childhood Education and Care







#### **CHC30113 Certificate III in Early Childhod Education And Care**

#### Overview

If you love working with children and what to learn more about providing care in a range of environments, this course is for you. The CHC30113 Certificate III In Early Childhood Education and Care is the entry level of qualification for anyone who wants to work in the Early Childhood Education Industry.

Optimistic Futures promises the quality of the training and assessment being delivered in this course.

## **COURSE ENTRY**

- To complete optimistic futures CHC30113 Certificate III in Early Childhood Education and Care, your Language Literacy and Numeracy (LLN) skills must meet required standards for Certificate III level study
- Apply for a current working with children check (WWCC). To be able to undertake the practical component of this training
- Apply for a Police check. To be able to undertake the practical component of this training
- Completed Student enrolment form

## PRACTICAL WORK PLACEMENT

To students enrolled in the CHC30113 certificate III Early Childhood Education and Care are required to participate in a minimum of 120 hours' unpaid practical work placement with assessment required in all age group. Optimistic futures guarantee 's placement at our childcare facility (Bright Beginnings Family Day Care Centre) 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 requirements necessary to conduct assessment. Optimistic Futures can assist students who need to find alternate placement. Trainer/Assessor will visit your workplace for a minimum of 3 visit

## **LOCATION OF TRAINING:**

4 Lytton street Glenroy, 3046

#### MODE/DURATION OF THE **COURSE:**

52 weeks, 1,220 hours including face to face, home study research, assessment, trainer and assessor contact time and work placement

## ASSESSMENT REQUIREMENTS

Showing Competence in all assessment is a necessary part of this program to show that you have achieved the skills and knowledge set out in the competency standards. Optimistic futures will be conducting of realistic workplace tasks, project, knowledge tests, case studies, feedback from supervisors.

#### **Course structure**

Completion of 18 units (including 15 core and 3 electives units)

Optimistic

**TOID:41053** 

4 Lytton Street, Glenroy Vic 3046

PH:(03) 9917 2133 FAX:(03) 9916 0908

www.optimisticfutures.com.au

info@optimisticfutures.com.au

| Unit/subjects<br>Core units<br>Unit code | Unit Descriptor  | Nominal<br>Hours |
|--|--|------------------|
| HLTAID004                                | Provide an emergency first aid response in an education and care setting         | 20               |
| CHCLEG001                                | Work legally and ethically   | 55               |
| HLTWHS001                                | Participate in workplace health and safety                                       | 30               |
| CHCPRT001                                | Identify and respond to children and young people at risk                        | 40               |
| CHCECE002                                | Ensure the health and safety of children   | 63               |
| CHCECE004                                | Promote and provide healthy food and drinks                                      | 35               |
| CHCECE005                                | Provide care for babies and toddlers   | 60               |
| CHCECE003                                | Provide care for children  | 70               |
| CHCECE010                                | Support the holistic development of children in early childhood                  | 70               |
| CHCECE013                                | Use information about children to inform practice                                | 40               |
| CHCECE009                                | Use an approved learning framework to guide practice                             | 70               |
| CHCECE011                                | Provide experiences to support children's play and learning                      | 40               |
| CHCECE007                                | Develop positive and respectful relationships with children                      | 70               |
| CHCECE001                                | Develop cultural competence + CHCDIV002  Promote Aboriginal and/or Torres strait | 70               |

| Elective Units<br>Unit code | Unit Descriptor   | Nominal<br>Hours |
|-----------------------------|---|------------------|
| CHCECE014                   | Comply with family day care administration requirements | 50               |
| CHCPRP003                   | Reflect on and improve own professional practice        | 120              |
| CHCECE012                   | Support children to connect with their world            | 60               |

Promote Aboriginal and/or Torres strait

Islander Cultural safety

CHCECE001

Note: Optimistic Futures has chosen these Electives based on industry consultation



#### **Funding Availability**

Funding is available, for further information please call us on

T: (03) 9917 2133

Web: www.optimisticfutures.com.au

#### Fees

| Course fee: \$6000 | RPL: \$100 each unit | Deposit: \$150 |
|--------------------|----------------------|----------------|
|--------------------|----------------------|----------------|

#### Financial Hardship

If you are going through financial hardship, please contact us for further information

## **Career Outcomes**

After success completion you may wish to apply for a range of career opportunities including

| Early Childhood Educator                    | Family day care worker              |  |
|---|-------------------------------------|--|
| Outside school hours care assistant         | Nanny, reliever                     |  |
| Playgroup supervisor In-home respite worker | Childcare educator community worker |  |
| Recreation assistant                        | Childcare educator assistant        |  |

## **Further studies**

Successful completion of this course, students are eligible to enroll in CHC50113 Diploma of Early Childhood Education and Care.

## **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 individual with a valuable qualification that can be Applied throughout Australia and the wider children's service community.

## **Credit Transfer**

Applicants can apply for a credit transfer for any units successfully completed at any other Registered Training Organisation (RTO) or institution. Credit transfers will be granted upon the receipt of sufficient evidence to support the application prior to the commencement of training

## **Recognition of Prior Learning**

Applicants can apply for recognition of prior learning 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 intension to apply for RPL prior to their enrolment.

## Note:

For further information about credit transfer and Recognition of Prior Learning, please contact us on (03) 9917 2133