

# What's in the Course?



**CHC50125 Diploma of Early Childhood Education and  
Care**

**Employment Based Learning**

**Atkinson**  
Child Care College

# Welcome to the start of your rewarding career in Early Childhood

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You are about to embark on the most amazing journey. This journey does not just lead to a great job, it leads to an incredible, long lasting, dynamic career as a member of the early childhood profession. You can have a positive lasting impact on so many young children’s lives.

To meet the requirements of the National Quality Framework, Children’s Services need well trained, confident Diploma Trained Educators. As you may be aware there is currently a major shortage of Early Childhood Educators in Children’s Services today.

## 7 Great reasons to study with Atkinson Care College

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1. We specialise in Children’s Services and have helped thousands of Learners just like you to achieve their goals.
2. You will be fully supported with phone calls, emails, SMS, free webinars, and online videos throughout your course.
3. Your learning is relevant to the workplace.
4. We organise your workplace experience and assessments throughout your course.
5. You will be more knowledgeable, confident and job ready.
6. You can study anytime, anywhere with Cloud Assess our online learning platform; it is easy to use on any device.
7. We offer a range of payment options, and Government funded courses for eligible learners.



# What is Employment Based Learning?

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## How does employment based learning work?

Employment Based Learning allows you to work through your written assessments online via our learning platform Cloud Assess and as you are employed in a regulated Early Childhood Service your trainer will visit you throughout your course to complete the required workplace assessment visits, this will cut down the need for a block work placement at the end of your course.

ACC will also ask for you and your Centre Supervisor to complete Third Party Assessment booklets throughout your course so we can gain continual feedback and advice on how you are currently progressing in the workplace.



At ACC, we aim to tailor training to your needs. Our Employment Based Learning mode means you can access all learning materials at your home or workplace online (through Cloud Assess) and our course is developed so you set the pace for your own learning. Your ACC trainer is available for support by phone, email, additional support meetings, workplace visits or through our online learning platform.

Topics you will cover in your course include Child Development of Children 0-6 years, Program Development, Health and Safety, Communication, Guiding Children's Behaviour, Legal and Ethical Frameworks. In addition, your trainer will visit you through your course to undertake the required workplace assessments to complete your course.

# The CHC50125 Diploma of Early Childhood Education and Care Qualification

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Upon completion of the Diploma of Early Childhood Education and Care, you will be a fully qualified Early Childhood Educator. You will be eligible to work as an authorised supervisor/Director in a variety of Children’s Services. You will also be eligible to enrol in the Bachelor of Education at the University of Newcastle and other Universities throughout Australia - saving you thousands in HECS fees and without requiring an ATAR.

This qualification is Nationally Recognised and approved by ACECQA. Under the *Education and Care Services National Law (2011)* the *Australian Children’s Education and Care Quality Authority (ACECQA)* publishes lists of approved Early Childhood Education and Care qualifications and information regarding regulatory requirements at: [www.acecqa.gov.au](http://www.acecqa.gov.au).

Upon completion of CHC50125 Diploma of Early Childhood Education and Care you will be referred to as an Educator. CHC50125 Diploma of Early Childhood Education and Care is a Nationally Accredited Course which covers children 0-6 years.

## Occupational Names include:

- Team Leader
- Room leader
- Certified Supervisor or Nominated Supervisor
- Early Childhood Educator
- Program Leader
- Service Manager
- Service Director
- Special Needs Inclusion Worker

**Your employment options include:**

- Preschools
- Long Day Care Centre
- Family Day Care
- Nanny (in Australia and Overseas)
- Programs for Children with Special needs
- Family Services/Women’s Refuges
- Play Therapy Assistants in hospitals



This qualification covers educators who are responsible for designing and implementing curriculum in Early Childhood Education and Care Services. In doing so you work to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards. Educators at this level have a responsibility for the supervision of other staff and volunteers and, in most states, it is the highest qualification required at a Director or Service Manager level.

If continuing on to university to complete a Bachelor of Education, you have all of the above employment options in addition to teaching in primary schools as a qualified teacher specialising in K-12 Years or as determined by your university degree. You may also use your Diploma qualification to enter other qualifications at university. It is currently equivalent to an ATAR. Please contact your chosen University for study options.

## General Course Entry Requirements

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### Are there any entry requirements for the CHC50125 Course?

As per the [packaging rules](#) the entry requirement for the CHC50125 qualification is:

- hold a CHC30121 Certificate III in Early Childhood Education and Care (*or its equivalent successor*)

OR

- CHC30113 Certificate III in Early Childhood Education and Care

Alternatively, individuals may hold:

- An Australian diploma in Early Childhood Education and Care

OR

- An Australian diploma or certificate III in Children’s Services

AND

- Demonstrate at least 12 months of cumulative employment (full-time equivalent) within the last 5 years in a regulated education and care service in Australia, supported by verifiable evidence

OR

- Hold the CHCSS00147 Entry into Diploma of Early Childhood Education and Care

To support a successful study experience at Atkinson Child Care, learners are required to meet the following general entry requirements:

### 1. Unique Learner Identifier:

All learners are required to obtain a Unique Learner Identifier (USI) should their enrolment application be successful. The USI links to an online account which contains all records of training results that a person has completed from 01 January 2015 onwards. Atkinson Child Care will not be able to issue any formal documentation i.e. Statement of Attainments, or Qualifications if the learners do not supply a USI. To apply please see the following website: <https://www.usi.gov.au/>

### 2. Computer Literacy:

All learners must have basic computer skills and have access to the Internet and a personal email account.

### 3. Working with Children Check:

For all learners over the age of 18 you must also hold the relevant Working with Children's Check for your State. Completing Work Placement in any regulated Children's Service means you will be required to complete a Working with Children Check. You will be required to gain this check prior to enrolment.

Please note: You are unable to be employed in Children's Services as primary contact staff (included in ratio care) as a Diploma Educator until 18 years of age however you can still be employed prior to 18 years.

You can also complete your Diploma prior to 18 years and work in a variety of other services including Nanny Australia and overseas, Kids Clubs, Crèche, Family Services or continue to enrol in further qualifications at University.

### 4. Language, Literacy and Numeracy Assessment:

In order to enrol in the CHC50125 course all learners need to:

- Successfully complete a Language, Literacy and Numeracy Assessment prior to your enrolment being accepted. ACSF Level 3- 4 required. Details available in Community Services foundation skills implementation guide available at: <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>

OR

- Hold HSC or Certificate IV Vocational Qualification and have successfully completed an online literacy and numeracy quiz

We understand that every circumstance is different, if you are unsure of your eligibility, please

give us a call on 4942 2300.

## Frequently Asked Questions (FAQS)

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### What is it like learning with us?

Your training experience with us will be nothing like you have experienced in your school life or maybe in any other training you have undertaken! This is Adult Education and as such, you will be treated and respected as an adult.

All of your trainers are trained Early Childhood and Adult Educators and our motto is to practice what we preach. We will be teaching you how to provide positive learning experiences for children 0-6 years. Likewise, we provide you with a positive learning experience. Our face to face sessions are hands on, practical and we encourage group work and discussion. We respect and support each individual and provide an environment in which you feel comfortable to learn and practice new skills.



### What Is Competency Based Learning?

All courses are competency based. You show competency in each unit by submitting assessment tasks followed by being assessed in the workplace. **There are no exams.** You are deemed competent or not yet competent. If you are not yet competent, your ACC trainer will give you additional training and you are then able to re-submit your assessment task. During your course you are assessed working with children, which happens during workplace experience in a Regulated Education and Care Service.

### Who Will Be Teaching Me?

ACC Trainers hold Bachelor and/or Masters Degrees in Early Childhood Education. All have taught adults in a variety of settings from community colleges through to universities and all have formal Adult Education Qualification. They are all well-known and well respected within the profession with over 20 years' experience in teaching both children and adults.

### How long will the CHC50125 course take?

How you are employed at your service will govern how long you are given to complete your CHC50125 course. For example, if you are employed as a fulltime CHC50125 Trainee then you will usually be given a contract of 18 - 24 months to complete your course. Or if you are a self-funded employment based learner the structure of your course is more self-paced, you can go as fast as you prefer but we will allow 24 months for you to complete your studies with ACC.

The exact timeframe you have to complete your studies with ACC will be explained in full at the time of enrolment depending on your current employment arrangements.

### How can I pay for my course?

ACC provides several payment options to fund your enrolment:

- Self-Funded - To protect learners' fees ACC elects not to collect more than \$1500 per learner in prepaid fees at any time.
- Direct Debit Payment plan
- Government funding\* - A detailed quote will be provided to students accessing funding prior to enrolment

Please call us on 4942 2300 to discuss your individual needs so we can find a payment option which best suits you.

### If I have been employed as a trainee is there any additional information I should know?

If you are a NSW based trainee and looking for further information regarding your employment as a trainee, please consult the following webpage:

[https://www.training.nsw.gov.au/apprenticeships\\_traineeships/students/index.html](https://www.training.nsw.gov.au/apprenticeships_traineeships/students/index.html)

If you are a Tasmanian based trainee and looking for further information regarding your employment as a trainee, please consult the following webpage:

[https://www.skills.tas.gov.au/learners/i\\_am\\_an\\_apprentice\\_or\\_trainee](https://www.skills.tas.gov.au/learners/i_am_an_apprentice_or_trainee)

### How will I access my course resources and assessments?

At ACC we use Cloud Assess as our online learning platform. Here you will find all of your learning materials, assessments and other resources such as videos to help with your study.

All of your books (Learning Guides) are in PDF which means you can read on screen or download and print. The choice is yours. Worried about using the platform? That's all right – that's why we are here to help!



You will need access to a computer and internet to complete your course.

## Is support available if I have difficulty with the course?

Your trainers are always there to help as required. You can call Monday to Friday between 9am to 4pm to access support from a trainer or send an email. You can even make a time to come in and see your trainer for a face to face meeting at our college or we can conduct online meetings with you.

## Does your course cater for students with additional needs?

Yes, absolutely. As part of our commitment to access and equity we will do all we can to assist you in your learning. Telling us about your additional needs upon enrolment will allow us to work together with you to best modify the environment and training to accommodate your needs.

## Do you offer Recognition of Prior Learning (RPL)?

### Are you already working in the field or have previous experience with children?

Please talk to us about RPL. You may want to enter through our RPL workplace assessment program.

RPL is the acknowledgement of skills and knowledge obtained through:

- Work experience
- Life experience
- Formal training
- Informal training



At ACC we recognise that learning takes place in variety of settings. The RPL process involves you gathering evidence of your past experiences and qualifications. We then match this to the course competences for relevance and currency. If you can show current knowledge and skills in a unit or part of a unit, you will not be required to undertake that part of the training as you are deemed 'competent'. Course costs are adjusted accordingly. Please note that skills and knowledge need to be current and some units in Children's Services' courses may still require demonstration of specific skills in the workplace.

[Click here](#) to watch a short video explaining our RPL process.



If you’ve had previous experience in children’s services and would like to apply for RPL, please talk to us about your options.

### **Do I need to do Work Experience?**

Experience with children and in Children’s Services is important in assisting you to transfer your theory into practice and since you are already employed in a regulated Early Childhood your ACC trainer will visit you throughout your course at your place of employment to conduct the required workplace visit.

To watch a short video explaining how these workplace assessment visits work please [click here](#)

Those learners enrolled in the CHC50125 Diploma of Early Childhood Education and Care are required to undertake a minimum of 280 hours work placement in a 0-6 years setting in a regulated education and care children’s service to complete their qualification. The 280 hours is broken down into 2 parts the first being 140 hours in the 0-3 years setting and the second being 140 hours in the 3-6 years setting.

### **Will my training be up to date?**

We specialise in Children’s Services and National Training Packages are implemented incorporating the latest in Early Childhood research and practice outlined by The Australian Children’s Education and Care Quality Authority (ACECQA).

This includes the NQF (National Quality Framework) including National Care and Education Regulations, National Standards and EYLF- Early Years Learning Framework.

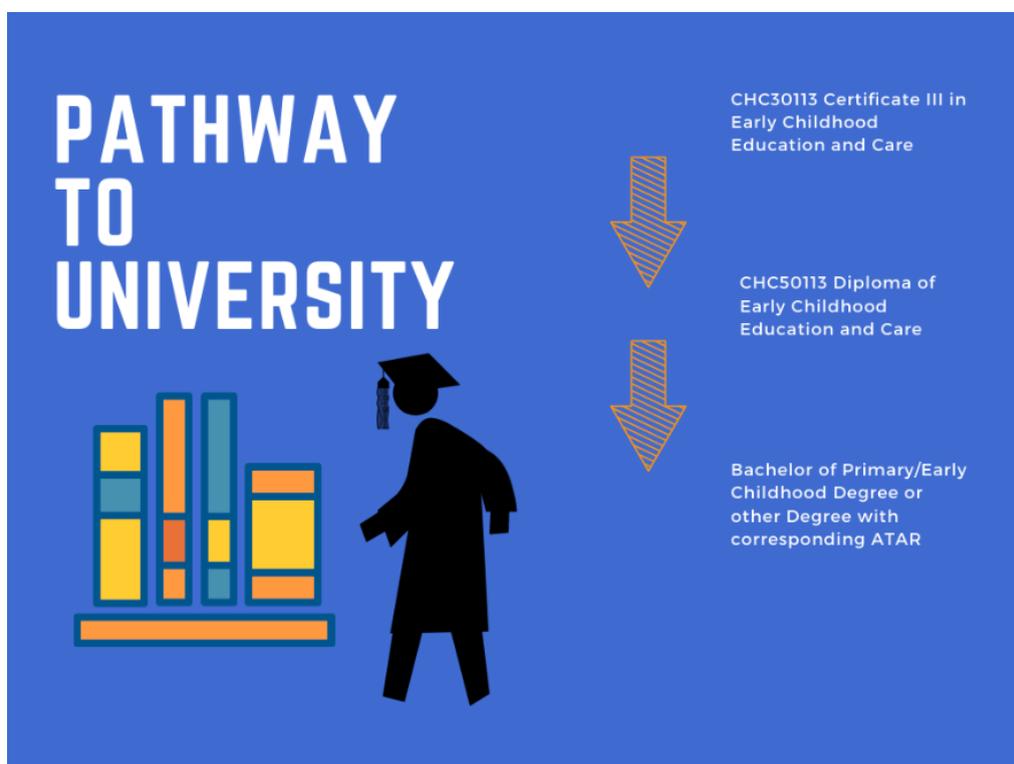
### **Will my qualifications be recognised?**

Atkinson Child Care College is a Registered Training Organisation (RTO) registered by Australian Skills Quality Authority (ASQA). We only use Nationally Accredited Training Packages endorsed by National Skills Standards Council (NSSC). This is your guarantee that your course is accredited and recognised nationally.

School	VET	University
Certificate II	Advanced Diploma	Doctorate
Certificate I	Diploma	Masters
HSC	Certificate III	Bachelor of Teaching/Ed
School Certificate	Certificate II	
	Certificate I	

### Can I use this qualification to get into University?

The chart below, provided by the Australian Qualifications Framework, identifies potential training pathways. As you can see one qualification leads to the next.



## What units of study do I need to complete to gain my CHC50125 Diploma in Early Childhood Education and Care?

The Diploma in Early Childhood Education comprises of a total 15 units (12 core units and 3 elective units, *additional electives listed*).

CHC50125 Diploma of Early Childhood Education and Care <i>Total of 15 (12 Core Units and 3 Electives).</i>	
CORE UNITS	
CHCLEG042	Foster holistic early childhood learning, development and wellbeing
CHCECE048	Plan and implement children’s education and care curriculum (workplace assessment not completed end of course with management units)
CHCECE050	Work in partnership with children’s families
CHCECE047	Analyse information to inform learning
CHCECE043	Nurture creativity in children
CHCECE049	Embed environmental responsibility in service operations
CHCECE046	Implement strategies for the inclusion of all children
CHCECE045	Foster positive and respectful interactions and behaviour in children
CHCECE041	Maintain a safe and healthy environment for children
CHCECE044	Facilitate compliance in a children’s education and care service
BSBTWK502	Manage team effectiveness
Elective Options	
CHCPRP003	Reflect on and improve own professional practice
CHCECE057	Use collaborative practices to uphold child protection principles
CHCMGT003	Lead the work team
BSBHRM413	Support the learning and development of teams and individuals

All learners must complete a minimum of 280 hours workplace experience required with children aged between 0-6 years in a regulated Children’s Service.

# CHC50125 Course Costs and Payment Options

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At ACC we are committed to providing high quality affordable training for everyone. Our overheads are low due to our specialisation in children's services. This means that savings can be passed to you.

Under the NSW Government Fee Free Traineeship Initiative, NSW trainees that commence their traineeship on or after 1<sup>st</sup> January 2020 may be eligible for fee free training. For more information go to <https://vet.nsw.gov.au>. For eligible trainees there will be no requirement to pay the fee.

Not a trainee? That is okay you can still enrol in our Employment Based course as long as you are employed in a centre. **The full course cost for self-funded CHC50125 Diploma of Early Childhood Education and Care enrolments is: \$5995 (travel fees may apply for out of area students)**

The above price includes:

- CHC50125 Diploma of Early Childhood Education and Care (15 units)
- High quality teaching and support
- Access to our online learning platform Cloud Assess
- Access to online webinars and videos to support your learning
- Support from your designated trainer
- Workplace assessment visit from your trainer - Additional Travel Fee applies to some areas and/or interstate to cover travel costs for training and assessment. These are identified at time of enrolment based on needs of each learner.

ACC provides several payment options to fund your enrolment:

- Self-Funded - To protect learners' fees ACC elects not to collect more than \$1500 per learner in prepaid fees at any time
- Direct Debit Payment plan
- Government funding - A detailed quote will be provided to students accessing funding prior to enrolment

All fees will be confirmed after application for enrolment is completed and before your enrolment is accepted by Atkinson Child Care College.

## Am I Eligible to Access Funding?

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If you are living or working in NSW you may be eligible for Smart and Skilled training, to find out more about this funding please see the [Smart and Skilled](#) website.

ACC can provide access to a range of State and/or Federal Funding options. To see if you are eligible to access funding please contact our office on 49 422 300 or [training@atkinsonchildcarecollege.com.au](mailto:training@atkinsonchildcarecollege.com.au) to discuss and gain a quote prior to your enrolment.

## How Do I Apply?

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Please contact our office on (02) 4942 2300 or email [training@atkinsonchildcarecollege.com.au](mailto:training@atkinsonchildcarecollege.com.au) to gain access to our Application for Enrolment form for the course you wish to undertake.

Our Administration Manager would like to discuss your needs, assess your application and address any questions you may have about our service.

Indicate in your application if you would like to undertake RPL and upload your past formal transcripts if available.

Please refer to our participant handbook for more information regarding ACC's policies and procedures.

## Contact Us

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**Still need help? Don't hesitate to contact us via the following methods:**

Phone: 02 4942 2300

Email: [training@atkinsonchildcarecollege.com.au](mailto:training@atkinsonchildcarecollege.com.au)

Address: Unit 2, 24 Lake St, Warners Bay NSW 2290



Thank you for enquiring to study with  
Atkinson Child Care College  
The Early Childhood Training Specialists

**Atkinson**  
Child Care College