

What's in the Course?



**CHC30125 Certificate III in Early Childhood Education
and Care**

Employment Based Learning

Atkinson
Child Care College

Welcome to the start of your rewarding Career in Early Childhood

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 Certificate III 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 Child Care College

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?

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 CHC30125 Certificate III in Early Childhood Education and Care Qualification

The Certificate III in Early Childhood Education and Care comprises of 17 units and is the minimum requirement to now work in Children's Services. The quality of care and education we provide to young children relies heavily on the level of training undertaken by staff. To maintain quality care, Children's Services prefer to employ staff with formal training.



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 which can be viewed at www.acecqa.gov.au.

The CHC30125 Certificate III in Early Childhood Education and Care provides a fabulous introduction to Children's Services and is suitable for anyone considering a rewarding career in childcare. Depending on the setting, you may work under direct supervision or autonomously. In some settings, you may also have limited supervisory responsibilities of volunteers.

Upon completion of CHC30125 Certificate III in Early Childhood Education and Care you will be referred to as an Educator. CHC30125 Certificate III in Early Childhood Education and Care is a Nationally Accredited Course which covers children 0-6 years.

Occupational Names include:

- Early Childhood Educator
- Family Day Care Educator

Your employment options include:

- Preschools
- Long Day Care Centre
- Family Day Care
- Nanny (in Australia and Overseas)

General Course Entry Requirements

Are there any entry requirements for the CHC30125 Course?

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

1. Unique Student Identifier:

All learners are required to obtain a Unique Student 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 learner does 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 Cert III 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 for a student to enrol in our CHC30125 course they must successfully complete a Language, Literacy and Numeracy Assessment prior to their enrolment being accepted. ACSF Level 3- 4 is 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>

5. Current employment in a 0-6 years regulated Early Childhood Service:

All learners wishing to enroll in our Employment Based mode of study must be currently employed in a 0-6 years regulated Early Childhood Service. If you aren't

currently employed in a regulated service no dramas!! Contact us on 49 422 300 to find out about our Blended Learning (Online with Work Placement) mode of study.

Frequently Asked Questions (FAQS)

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 CHC30125 course take?

How you are employed at your service will govern how long you are given to complete your CHC30125 course. For example, if you are employed as a fulltime CHC30125 Trainee then you will usually be given a contract of 12 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 18 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.

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

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.

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 are able to show current knowledge and skills in a particular 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 CHC30125 Certificate III in Early Childhood Education and Care are required to undertake a minimum of 160 hours experience in a 0-3 years setting in a regulated education and care children’s service to complete their qualification.

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.

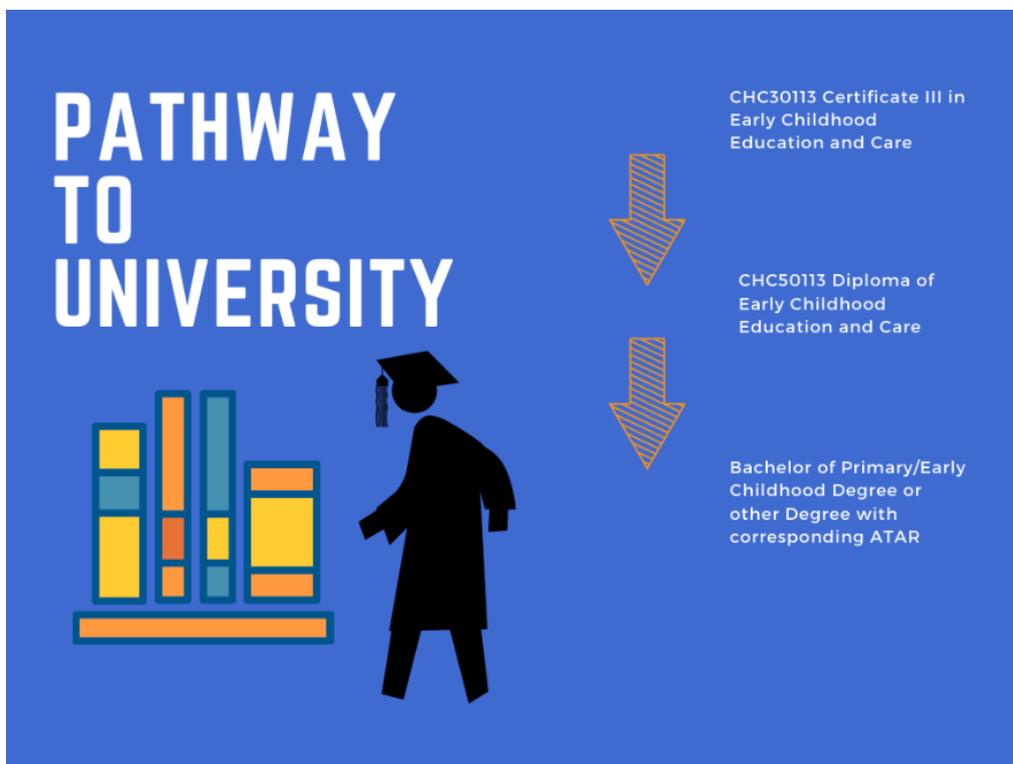
Will my qualifications be recognised?

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

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 CHC30125 Certificate III in Early Childhood Education and Care?

The Certificate III in Early Childhood Education comprises of a total 17 units (15 core units and 2 elective units).

CHC30125 Certificate III in Early Childhood Education and Care	
17 units (15 core units and 2 elective units)	
CORE UNITS	
CHCECE056	Work Effectively in Children’s Education & Care
CHCECE055	Meet Legal and Ethical Obligations in Children’s Education & Care
CHCECE035	Support the holistic learning and development of children
CHCECE034	Use an approved Learning Framework to guide practice
CHCPRT025	Identify and Report Children and Young People at Risk
CHCECE032	Nurture Babies and Toddlers
CHCECE033	Develop Positive and Respectful Relationships with Children
CHCECE038	Observe Children to Inform Practice
CHCECE031	Support Children’s Health, Safety and Wellbeing
CHCECE036	Provide Experiences to Support Children’s Play and Learning
CHCECE037	Support children to connect with the natural environment
CHCECE030	Support Inclusion & Diversity
CHCECE054	Encourage understanding of Aboriginal Torres Strait Islander Peoples cultures
HLTWHS001	Participate in Workplace Health and Safety
HLTAID012	Provide Emergency First Aid response in an education and care setting*
Elective Options	
CHCPRP003	Reflect on and improve own professional practice
CHCDIV001	Work with diverse people

All learners must complete a minimum of 160 hours workplace experience required with children aged between 0-3 years in a regulated Early Education and Care Children’s service.

* HLTAID012 First Aid unit is not included in the course cost for self- funded students.

CHC30125 Course Costs and Payment Options

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 1st 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 CHC30125 Certificate III in Early Childhood Education and Care: \$5590 (travel fees may apply for out of area students)**

The above price includes:

- CHC30125 Certificate III in Early Childhood Education and Care (16 units) – HLTAID012 First Aid not included for self-funded students (this is to ensure you are not being charged for a unit you may have already completed! Please note a current first aid is needed prior to issuing of the qualification)
- 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

Am I Eligible to Access Funding?

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 to discuss and gain a quote prior to your enrolment.

How Do I Apply?

Please contact our office on (02) 4942 2300 or email 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

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

Phone: 02 4942 2300

Email: training@atkinsonchildcarecollege.com.au

Address: Unit 2, 24 Lake St, Warners Bay NSW 2282



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

Atkinson
Child Care College