

Certificate III in Early Childhood Education and Care

CHC30113

OVERVIEW

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. They 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.



POSSIBLE JOB ROLES

Job roles associated with this qualification may include but not be limited to:

- Assistant Educator
- Educator
- Outside School Hours Care Educator
- Kindergarten Assistant
- Family Daycare Educator
- Nanny

FLEXIBLE DELIVERY

Our courses can be delivered at your workplace, self-paced with regular trainer visits, e-training with trainer support, through RPL or in workshops with a dedicated trainer in a classroom format.

DURATION

Duration will depend on the delivery style chosen and a training plan will be negotiated to suit each student.

RECOGNITION OF PRIOR LEARNING and CREDIT TRANSFER

Assessment of competency may involve recognition of prior learning or credit transfer if prior skills or certification held.

COURSE COST and ENROLMENT CONDITIONS

Government funding is available for most qualifications and skill sets.

Queensland VET Investment "Certificate 3 Guarantee" funded by the Queensland Government
\$27 Non-concession - \$18 Concession (eligibility criteria applies)

User Choice – Traineeships \$1.60 per nominal hour

For further information contact: service@traxiontraining.com.au

Enrolments are processed upon receipt of a completed enrolment form. All policy information regarding conditions of enrolment, refunds and our guarantee to complete all training and assessment requirements once the enrolment has commenced, is contained in our Terms and Conditions.

NB: For those not working within the Early Childhood sector, this course also has a mandatory work placement component of 120 hours to provide you with on-the-job experience that will help you secure employment. A successful Blue Card application is required and your selected workplace supervisor must agree to conduct observations of you satisfactorily completing your new skills.

Resources Required

All students require their own computer or tablet with access to the Internet and a program that can open and edit Word documents (this does not have to be Microsoft Office).

MODULE	UNITS
MODULE 1	CHCECE009 Use an approved learning framework to guide practice CHCLEG001 Work legally and ethically
MODULE 2	CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety CHCECE001 Develop cultural competence CHCDIV001 Working with diverse people
MODULE 3	CHCECE002 Ensure the health and safety of children CHCPRT001 Identify and respond to children and young people at risk HLTWHS001 Participate in work health and safety
MODULE 4	CHCECE003 Provide care for children CHCECE004 Promote and provide healthy food and drinks CHCECE005 Provide care for babies and toddlers
MODULE 5	CHCECE010 Support the holistic development of children in early childhood CHCECE011 Provide experiences to support children's play and learning CHCECE012 Support children to connect to their world CHCECE013 Use information about children to inform practice
MODULE 6	CHCECE006 Support behaviour of children and young people CHCECE007 Develop positive and respectful relationships with children
MODULE 7	HLTAID004 Provide an emergency first aid response in an education and care setting

Call us now 07 3493 0777

www.traxiontraining.com.au



Payment Terms

Fees and charges for your training program will be invoiced upon enrolment and are to be paid prior to commencement, unless alternative payment arrangements have been made directly with you or your employer.

Payment Plan Policy

Payment plans are available via our third-party provider Debit Success and details of your payment dates and fees they may impose is provided in our Direct Debit application form found at:

www.traxiontraining.com.au/dd

Note: Not available for classroom delivery or RPL certification.

Training Support & Student Commitment

Distance Training:

For full qualification programs, we offer this to be completed in a timeframe of between 6-24 months in duration, where assessments are due either monthly, bi-monthly or quarterly unless negotiated by exception with your trainer. Your trainer will discuss the pace at which you wish to complete your training during your induction session and provide your assessment due dates. It is a requirement of enrolment that reasonable progress is to be made to complete the required assessments on time. It is fine to switch between either options should your circumstance change, however, missed assessment due dates (where an extension has not been requested) may result in your trainer discussing a training suspension. Your trainer will provide details of their regular web-tutorial sessions and encourage you to participate in these or listen to the provided recorded versions at a time convenient to you.

Direct email support from your trainer is also available, however, some trainers are part-time and not available everyday – they will confirm their availability and response times during your induction session and you may contact our Student Support services outside this availability by calling 07 3493 0777.

Classroom Training:

It is a requirement of enrolment that all assessment work be completed within 6 months of the completion of the classroom delivery program, or cancellation of enrolment may apply.

RPL Assessment:

It is a requirement of RPL assessment enrolment that all evidence be provided within 90 days of the completion of your competency conversation with your trainer, or cancellation of enrolment may apply. Where training is suspended, a \$250 re-enrolment fee will occur.

Resubmission Policy

Traxion Training does not charge a resubmission fee for the first resubmission, however, should subsequent resubmission occur a fee of \$50 per unit will apply.

Transfer Policy

Transfer of training programs or classroom training dates must be advised in writing at least 14 days prior to the commencement of the first scheduled training session. Transfers made after that date may be subject to a penalty charge of \$100.

Fees and Refund Policy

Training Management (T/A Traxion Training) is entitled to charge fees for services provided to students undertaking training and assessment that leads to a nationally recognised outcome. These charges are generally for items such as course materials, text books, student services and training and assessment services.

Please visit http://www.traxiontraining.com.au/pdf/Fees_and_Refunds_Policy.pdf to download our Fees & Refund Policy.

Training Management t/a Traxion Training will maintain a tuition assurance scheme to safeguard students in the event of it becoming insolvent and unable to return fees that have been paid in advance. The tuition assurance scheme will source similar training to allow the effected participants under this condition to complete their studies without further financial burden. However, if the student cannot be placed, the tuition assurance will make refunds.

Unpaid Fees

All invoices issued by Traxion Training are to be paid within the timeframes stipulated above. Traxion Training reserves the right to take whatever action is required including, discontinuing programs, institute legal proceedings, etc. to safeguard its interests and applicable costs may be incurred.

Extenuating Circumstances

Should you be unable to continue your studies due to legitimate reasons such as sickness, death or family circumstances, a pro-rata refund may be given less a \$250 administration fee upon receipt of evidence.

Privacy Policy

Traxion Training adheres to a strict Privacy Policy, to view our Privacy Policy in full please visit our website at www.traxiontraining.com.au/privacy-statement/