Diploma of Early Childhood Education and Care (Traineeship)

COURSE CODE	CHC50125
LOCATIONS	Workplace training
STUDY MODE	Full-time, Traineeship
Length	Up to 36 months
Commencement	Start any time
Timetable	On-the-job training.

Course Overview

This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.

Introduction

During this traineeship, you will build on and further develop your skills and knowledge as an early childhood educator to become responsible for designing, implementing and monitoring the curriculum in early childhood education and care services.

Through on-the-job training, you will learn about the intellectual, social, emotional, physical needs and educational development of children and how to support that.

You will learn to be a lead educator, who implements an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards.

To complete this traineeship, you must be employed as a trainee for a minimum of 13 hours a week in a regulated early learning centre.

To be eligible to apply for this qualification, you must have completed the Certificate III in Early Childhood Education and Care.

What will I Learn?

As a trainee, you will develop hands-on skills and knowledge through on-the-job training and guidance from our trainers.

You will learn about the intellectual, social, emotional, physical needs and educational development of children. You will gain the skills and knowledge to support their rights, safety and wellbeing.

You will become qualified to supervise staff and volunteers. You will develop the necessary knowledge and skills to plan, implement and manage programs in accordance with relevant legislation, standards and duty of care requirements.

Course Outcomes and Career Opportunities

- Early Childhood Educator
- Outside School Hours Care Assistant
- Playgroup Supervisor
- Recreation Assistant
- Family Day Care Educator
- Nanny
- Child Care Educator
- Room Leader

Pathways

Following the completion of this course, you may choose to continue to study in the education sector at Bachelor level in either Early Years or Primary Education. You may be able to apply for credit for prior learning with your chosen university or TAFE.

If you'd prefer to continue further study locally, you can apply for a course with Deakin University to complete a:

- Bachelor of Early Childhood Education (available online)
- Bachelor of Early Childhood and Primary Education (available online)
- Bachelor of Education (Primary) (offered at their Warrnambool campus)

You can apply for Recognition of Prior Learning and receive credits toward your degree.

Course Requirements

This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.

Entrance requirements & pre-requisites

You must be employed as a trainee with a registered employer in the early childhood education industry, provide evidence of completion of the Certificate III in Early Childhood Education and Care (CHC30121 or CHC30113), be at least 18 years old, provide a current Working with Children Check and obtain a police check.

Apprenticeship/Traineeship Entry Requirements

You need to be employed in this field as an apprentice or trainee before commencing this course.

If you are currently **not** employed in this field please contact the Skills and Jobs Centre for further advice.

Course requirements

To be eligible for this qualification you must successfully complete 15 units: 12 core and 3 elective units.

You are also required to be working as a trainee in a regulated early childhood education and care setting for a minimum of 13 hours per week.

Units offered

Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCPRP003	Reflect on and improve own professional practice	120	$0.00
BSBTWK502	Manage team effectiveness	60	$0.00
CHCECE041	Maintain a safe and healthy environment for children	55	$0.00
CHCECE042	Foster holistic early childhood learning, development and wellbeing	200	$0.00
CHCECE043	Nurture creativity in children	80	$0.00
CHCECE044	Facilitate compliance in a children's education and care service	110	$0.00
CHCECE045	Foster positive and respectful interactions and behaviour in children	60	$0.00
CHCECE046	Implement strategies for the inclusion of all children	65	$0.00

CHCECE047	Analyse information to inform children's learning	75	$0.00
CHCECE048	Plan and implement children's education and care curriculum	180	$0.00
CHCECE049	Embed environmental responsibility in service operations	73	$0.00
CHCECE050	Work in partnership with children's families	70	$0.00

Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCINM002	Meet community information needs	70	$0.00
CHCECE053	Respond to grievances and complaints about the service	40	$0.00

Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of written, oral and practical assessment strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the Institute's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

Fees

This section gives you an overview of course fees, subsidies, and how they can be paid.

Course Fees

Here's an outline of fees and costs associated with your course.

Your fees each year can be made up of 3 different elements. Everyone has different circumstances that can affect what you pay and how much you pay. :

1. Tuition fees - charged as an hourly rate that varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.
2. Resource and/or materials costs - covers the cost of materials and other incidentals. This fee will vary according to the course being undertaken.
3. Booklist items - such as textbooks, equipment and stationery recommended for your course

Tuition fees

There are 4 different rates of tuition fees. Only one will apply to you (depending on your eligibility and circumstances).

1. **Government Subsidised Fee** - you could be eligible for a government-subsidised rate under the Skills First funding depending on your age, educational history, and citizenship or residency status. If you are eligible, the government will contribute to the cost of your training.
   Find out more about subsidised training

2. **Government Subsidised Concession Fee** - If you are eligible for a Skills First government-subsidised place and hold a current healthcare or pension card, that you can provide at enrolment, you may be eligible for the concession rate. Note, the concession rate is not applicable to Diploma level courses.
   Find out more about concession rates

3. **If the course is a Free TAFE course or part of the Free TAFE Pathways Program** - Eligible students will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). Any resource or material costs, or booklist items for this course are listed in the table below.
   Find out more about Free TAFE
   Find out more about Free TAFE Pathways Programs

4. **Full fee** - If you are not eligible for a Skills First government-subsidised place, exemption, concession or are enrolling in a course that isn't government-subsidised, you may be required to pay the full fee rate.

FIND OUT MORE ABOUT FEES AND ELIGIBILITY

The fees listed below are indicative only. The course fees published are subject to change given individual circumstances at enrolment. Course fee funding is made available to eligible individuals by the Victorian and Commonwealth Governments. If funding is utilised, this may affect opportunities to access additional funding in the future. An accurate quote for this course will be provided during the enrolment process.

Course fees by student type	Indicative Course Fee
Government subsidised rate (if eligible)	$8,900.00
Full fee rate (if not eligible for govt subsidy)	$19,000.00

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	$81.00

This is a Free TAFE course

Students who are eligible for Free TAFE place will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). The consumable fees for this course are listed in the above table.

Find out more about Free TAFE courses and eligibility or contact our Customer Service team.

Resource and/or materials costs

Some courses require specific resources or materials necessary for your study eg: tools of the trade, excursions, etc. Final costs will be determined upon enrolment.

Student services fee

An annual student services fee contributes to the provision of student engagement, learning and support services.

|*SERVICES_FEE_TABLE*|

This fee is non-refundable upon commencement of your course. Some students may be exempt from the student service fee. Your fee will be confirmed based on your circumstances when you enrol.

How do I pay my fees?

Once we have processed your enrolment form, you will receive an email with your invoice.

You have three options when organising your payment:

1. Upfront payment - can be made over the phone with EFTPOS
2. Payment plan - can be directly debited from your bank account or via a VET Student Loan (for diploma or advanced diploma courses only)
3. Paid by employer, school or job network agency - if your fees are being paid by your employer, school or job network agency, you will need to complete an Authority to Invoice form.

Payments will need to be arranged within five(5) business days of receiving the email containing your invoice.

We also offer a range of scholarships each year which you may be eligible to apply for to assist with course fees.

Next Steps

Ready to take the next step? Here you can make an enquiry, attend an information session or begin the application process.

How to apply for an apprenticeship or traineeship

There are five simple steps to apply for an apprenticeship or traineeship with us.

1. **Find a job** - find a job as an apprentice or trainee through an Apprenticeship Centre or Group Training Company.
2. **Register** - register with an Australian Apprenticeship Support Network (AASN) and nominate SWTAFE as your training provider (your employer will usually do this for you).
3. **Complete a pre-training review** - SWTAFE staff will contact you to organise your Pre-Training Review once your ASSN contract registration is complete.
4. **Enrol** - complete the enrolment form provided to you and provide your identification.
5. **Sign** - once you've completed your enrolment form and verified your identification you will receive your student declaration form to review and sign. You can sign this digitally via your smartphone, computer or tablet.

If need any assistance with applying, contact our Customer Service team on 1300 648 911 or visit your nearest campus.

Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the Skills and Jobs Centre is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, visit our student page.