

# Diploma of Early Childhood Education and Care

COURSE CODE	CHC50113
LOCATIONS	Warrnambool, Portland, Hamilton
STUDY MODE	Part-time
Length	14 months (second year of the Diploma course)
Commencement	February 2021
Timetable	Evening class each week via Smart Classroom*
	Full-day workshops every second month
	2 days a week work placement plus 3-week leadership placement

\*Smart Classroom (the teacher may not always be physically present and may teach via smart technology)

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## 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.*

### Study from home during COVID-19 restrictions

Whilst we pride ourselves on our hands-on training, we have had to adjust most of our courses for study from home and remote learning during the COVID-19 restrictions. This means courses will be delivered using a range of methods including online learning, virtual classrooms, workbooks and direct contact with your teacher.

Given the government restrictions that are now in place to reduce the spread of coronavirus in Australia, we expect this new model of study will continue until the government makes changes to these restrictions.

## Introduction

This qualification reflects the role of early childhood educators who are responsible for designing, implementing and monitoring curriculum in early childhood education and care services, with an emphasis on play-based learning.

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.

You must complete a minimum of 240 hours of practical placement in a regulated early learning centre as part of this course. This placement is arranged by South West TAFE for you.

Following the completion of this course, you can apply to complete a Bachelor of Education (Early Years) or Bachelor of Education (Primary) with Deakin University. You can apply for Recognition of Prior Learning and receive credits toward your degree.

The [Certificate III in Early Childhood Education and Care \(CHC30113\)](#) is a requirement for entry into this course. By completing the Certificate III first, you are able to complete the Diploma in fourteen months (instead of two years).

## What will I Learn?

During this course, 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.

In particular, you will gain hands-on skills and experience in:

- working with families to provide the appropriate education and care for their children
- fostering the holistic development and wellbeing
- nurturing creativity in children
- establishing and implementing plans for developing cooperative behaviour
- implementing strategies for the inclusion of all children
- designing and implementing curriculum
- leading teams
- compliance and developing and implementing policies

## Mode of delivery

Classes at Hamilton and Portland will be delivered via Smart Classroom.

The Smart Classroom delivery mode allows you to virtually attend and actively participate in classes, interact with other students and the teacher, while at the same time reducing the need for travel – especially at night. Although it is not quite the same as having a teacher in the class with you, the teacher will be available to answer any questions live and in real-time. Teachers are also able to assist students outside of class times.

## 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
- Centre director

## Pathways

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

Want to continue your study locally?

Upon completion, you can apply for a course with Deakin University to complete a:

- [Bachelor of Education \(Early Years\)](#) (offered at their Cloud campus)
- [Bachelor of Education \(Primary\)](#) (offered at their Warrambbool campus)

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

## Placement

You are required to complete a minimum of 240 hours in a regulated early learning centre as part of your course. We will arrange this placement for you.

## Information Session

Why don't you come along to our next course info session to find out everything you need to start your learning journey? You can chat with our teachers, tour our facilities, learn more about the course, find out about the application process and get your questions answered by our course experts.

[Find the next info session near you](#)

## Course in Transition

Industry is constantly having input into training packages to ensure course content is relevant and industry specific. Where this occurs, the course code, title, units and content may change in the future and you may be enrolled into the new qualification. If relevant, further information will be provided on our website, upon enrolment and/or during the course of your training.

## Course Requirements

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

### Entrance requirements & pre-requisites

Entry requirements for this course include:

- Successful completion of [CHC30113 Certificate III in Early Childhood Education and Care](#)
- Demonstrated desire and suitability to work in the early childhood field
- Evidence of successful application for a Working with Children Check card
- Police Check (disclosures will be considered on a case-by-case basis according to the centre requirements)

### Course requirements

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

13 units would have already been completed during your studies in the [Certificate III in Early Childhood Education and Care](#).

You will also need to complete 240 hours of practical placement in a regulated early childhood centre.

### Units offered

#### Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCECE016	Establish and maintain a safe and healthy environment for children	50	\$0.00
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood	240	\$0.00
CHCECE018	Nurture creativity in children	80	\$0.00
CHCECE019	Facilitate compliance in an education and care service	120	\$0.00
CHCECE020	Establish and implement plans for developing cooperative behaviour	50	\$0.00
CHCECE021	Implement strategies for the inclusion of all children	50	\$0.00
CHCECE022	Promote children's agency	80	\$0.00
CHCECE023	Analyse information to inform learning	70	\$0.00
CHCECE024	Design and implement the curriculum to foster children's learning and development	170	\$0.00

CHCECE025	Embed sustainable practices in service operations	60	\$0.00
CHCECE026	Work in partnership with families to provide appropriate education and care for children	70	\$0.00
HLTWHS003	Maintain work health and safety	40	\$0.00

### Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
BSBLDR403	Lead team effectiveness	50	\$0.00
CHCPOL002	Develop and implement policy	90	\$0.00
CHCPRP003	Reflect on and improve own professional practice	120	\$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.

## After applying

Once you have applied for your chosen course, you will receive a thank you email from South West TAFE with a few steps to help process your enrolment.

### Complete a Pre-Training Review

You will receive an email to complete a Pre-Training Review online evaluation. This evaluation helps us tailor your training to suits your needs.

### Create or provide a Unique Student Identifier (USI)

A USI is a nationally recognised reference number that provides an online record of your training qualifications gained in Australia.

[Create your USI](#)

Already have a USI but can't remember it? [Find your USI](#)

### Skills recognition

If you have experience or prior qualifications, you may be eligible to apply for [recognition of prior learning](#) and gain credits. You will be asked to provide any relevant Statement of Attainment to support identified credits.

## 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. [Check your eligibility](#)
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. [Find out more about concession rates](#)
3. Free TAFE - Students who are eligible for Victorian government-subsidised training 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.
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 and may be subject to change without notice and given individual circumstances. Your actual fees will be calculated based on your individual circumstances at the time of enrolment. Funding made available to eligible individuals by State and Commonwealth Governments. If funding is utilised, this may affect future opportunities to access additional funding in the future.*

Course fees by student type	Indicative Course Fee
Government subsidised rate (if eligible)	\$4,815.00
Full fee rate (if not eligible for govt subsidy)	\$16,285.00

  

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$70.00

## This is a Free TAFE course

Students who are eligible for Victorian government-subsidised training 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](#) or chat with our Customer Service team on [1300 648 911](tel:1300648911), or visit a [SWTAFE Campus](#).

## 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 and discussed with you prior to enrolment.

## Booklist

Your course may require you to purchase additional materials or books (eg uniform, stationery, textbooks). Some of these items are optional and some are mandatory, however, you are able to choose where to purchase these items from (including second hand).

You can download the booklist for this course here: <https://www.swtafe.edu.au/media/2214/chc50113-diploma-in-early-childhood-education-and-care-2020-booklist.pdf>

## 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, debited from your Centrelink payments 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.*

## Careers and Course Advice

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

Our [Pathfinders 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. Call, email or drop in.

Call 5564 8515 or email [skillsandjobscentre@swtafe.edu.au](mailto:skillsandjobscentre@swtafe.edu.au)

## How to apply

There are [five simple steps to apply for a course](#) with us.

1. **Apply** - [complete a short online application form](#). Once this form is submitted we'll send you a thank you email.
2. **Get ready** - your thank-you email will contain links to a pre-training review, to a unique student identifier and to government-subsidised training eligibility.
3. **Chat with your teacher** - your teacher or course specialist will contact you about your Pre-Training Review outcomes and additional course information.
4. **Enrol** - after chatting with your teacher, you will receive an email with your enrolment form and a link to verify your identity.
5. **Sign** - once you've completed your enrolment, you will receive a declaration form to review and sign.

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

## 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](#).

