



This qualification reflects the role of early childhood educators who are responsible for designing and implementing curriculum in early childhood education and care services. In doing so they work to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standard. They may have responsibility for supervision of volunteers or other staff.

Relevant Job Roles:

This qualification is for those early childhood educators who are responsible for designing and implementing programs in early childhood education and care services. In most states and territories, it is the qualification required at Director or Service Manager level.

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 here: www.acecqa.gov.au.

DISTANCE/ON-LINE LEARNING

Distance learning students can choose their electives and timeframe in lines with the qualification rules for completion of training. Timeframes will be negotiated with the trainer but the Australian Qualification Framework (AQF) suggests that a student should complete this qualification between six months to two years. A My Qualification Plan (MQP) and Training Plan (TP) will be put in place to assist through the learning program.

FLEXIBLE DELIVERY MODES

Alana Kaye provides a number of options for flexible delivery of qualifications. These include a variety of different methods of training such as face-to-face workshops, distance learning, Recognition of Prior Learning (RPL) or mixed delivery. Selection of elective units can also be tailored to individual requirements following discussions with the Alana Kaye team and in line with the packaging rules.

ENTRY REQUIREMENTS

Students must hold the CHC30121 Certificate III in Early Childhood Education and Care before commencement of this course of study. It is expected that students will have appropriate language, literacy and numeracy skills to complete the training and assessment requirements.

All students must be willing to participate in mandatory work placement of a minimum of 280 hours and this will require a working with children clearance. Students will seek their own work placements and clear guidance will be provided.

PATHWAYS

Graduates may undertake other Diploma or Advanced Diploma courses.

RESOURCES REQUIRED

Students are required to have access to a computer (or use an Alana Kaye computer) to complete assessment tasks. Alana Kaye are conscious of the environment and where possible, provide resources and assessments through our online learning portal. If possible, please bring a laptop to workshops.

Distance learning students must have access to a computer and internet.

RECOGNITION OF PRIOR LEARNING (RPL)

You can apply for RPL if you have the knowledge and skills gained through work, formal study, volunteering, informal or formal training, social activities or general life experiences. If you feel that you may qualify for RPL, please contact our office for further information about the process to demonstrate your experience and knowledge.

FACE-TO-FACE SCHEDULE

- 15 x 1 day workshops scheduled approximately fortnightly apart
- The face-to-face program runs over 15 months and has rolling intake
- Students must participate in a minimum of 280 hours work placement in at least one regulated education and care service
- Homework, reading and assessment tasks are completed between each workshop. We recommend that learners set aside between 5-7 hours per week

For scheduled course dates please contact Alana Kaye.

INVESTMENT

Course Fee – Face to face \$4,200.00
(this includes \$400.00 non-refundable enrolment fee)

Recognition of Prior Learning \$2,000.00

Inclusions:

- Course learning and assessment material
- Coffee and tea
- Certification upon successful completion

PAYMENT PLANS

Alana Kaye believes that everyone should have access to quality education, which is why we have a range of payment options to choose from.

UP-FRONT PAYMENT

A payment of \$1,400 is required prior to commencement of your course. This includes the non-refundable enrolment fee of \$400 paid on enrolment. The remainder of the course fees can be paid on commencement, or a payment arrangement can be negotiated by completing a Payment Plan Agreement.

We accept payments via VISA, MasterCard or bank deposit.

The Qualification will not be awarded until all payments are received.

COURSE OUTLINE

This qualification comprises of 15 units of competency (subjects). Units of competency can either be:

- **12 Core units** – units you must complete as part of the qualification and
- **3 Elective units** – units that you choose to be most suitable for your learning needs

For our face-to-face workshops, we have chosen the elective units that we know are most beneficial and relevant to the majority of our students. These are the ones ticked below. If you would like to study different elective units, please contact Alana Kaye to discuss the options available for flexible delivery.

Unit Code	Core Units	Face-to-Face	RPL	Distance
BSBTWK502	Manage team effectiveness			
CHCECE041	Maintain a safe and healthy environment of children	✓	✓	✓
CHCECE042	Foster holistic early childhood learning, development and wellbeing	✓	✓	✓
CHCECD043	Nurture creativity in children	✓	✓	✓
CHCECE044	Facilitate compliance in a children's education and care service	✓	✓	✓
CHCECE045	Foster positive and respectful interactions and behaviour in children	✓	✓	✓
CHCECE046	Implement strategies for the inclusion of all children	✓	✓	✓
CHCECE047	Analyse information to inform children's learning	✓	✓	✓
CHCECE048	Plan and implement children's education and care curriculum	✓	✓	✓
CHCECE049	Embed environmental responsibility in service operations	✓	✓	✓
CHCECE050	Work in partnership with children's families	✓	✓	✓
CHCPRP003	Reflect on and improve own professional practice	✓	✓	✓

Unit Code	Elective Units	Face-to-Face	RPL	Distance
CHCMGT003	Lead the work team	✓	✓	✓
BSBPEF502	Develop and use emotional intelligence	✓	✓	✓
CHCDIV003	Manage and promote diversity	✓	✓	✓

ENROL NOW

Click on the Enrol Now button on our website to download an enrolment form. Please contact our office for further information about this course.