



Qualification Guide

**CHC50113 Diploma of Early Childhood
Education and Care
Recognition of Prior Learning (RPL)**



Diploma of Early Childhood Education and Care

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Welcome

Training Unlimited is pleased to welcome you on your nationally recognised qualification journey. Congratulations you have been enrolled into CHC50113 Diploma of Early Childhood Education and Care.

This guide has been developed to provide you with the knowledge and overview of how your qualification will be undertaken and what to expect whilst progressing through your qualification.

This is a great opportunity to learn and grow your skills within the industry and set you up for future career aspirations.

Recognition of Prior Learning (RPL)

Gaining a qualification via recognition pathways involves working with a dedicated Training Specialist to discuss, review and validate your life experience. Together you will discuss and review your experience, knowledge and skills gained throughout your work life. Your valuable industry experience is then matched against the requirements of the *nationally recognised qualification* that you have chosen.

This is a well-known process known as Recognition of Prior Learning. Many hundreds of students have gained their qualification this way without the need for any study at all. Of course, all qualifications completed this way are recognised across Australia. If you are an experienced and competent professional who already knows their 'stuff' you should not have to study for the sake of it.



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Your RPL Journey

Enrolment

- Complete your enrolment application and language, literacy and numeracy survey; providing Training Unlimited with a copy of any relevant qualifications (Certificate III in Early Childhood Education and Care) or statements of attainment you may hold
- Providing Training Unlimited with proof of your experience within the industry
- Confirm any learning and support needs you may have with your Training Specialist

Month 1

- Meet your dedicated Training Specialist; undertaking an introduction to your RPL journey
- Discuss your expectations, details of the process, workplace requirements and confirm how assessment will be undertaken
- Access Cloud Assess (CA), your online RPL platform and commence your Skills Assessment

Months 2 to 4

- Provide your Referees with a copy of the Referee Report (minimum of two to be completed)
- Gather your evidence and record against Evidence Gathering Tables and upload evidence to CA
- Complete your Challenge Tasks

Month 5

- Meet with your Training Specialist
- Your Training Specialist will conduct Observations and complete your Competency Conversation (this may occur on more than one occasion)

Month 6

- Your Training Specialist will collate and analyse the RPL outcomes and advise you if any further evidence or assessment is required to deem RPL competency for your units

Month 7

- Receive your CHC50113 Diploma of Early Childhood Education and Care



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Your Qualification Learning and Assessment Program Delivery

Your journey is supported by a Training Specialist, they will support you through each step of your RPL program. They are there to provide you with feedback, guidance and help you through your journey to ensure your success.

What does the Diploma of Early Childhood Education and Care look like for you.

You have enrolled to complete a Diploma of Early Childhood Education and Care qualification which includes 28 units of competency.

- 23 core units
- 5 elective units, of which:
 - at least 2 must be selected from the elective units listed below
 - up to 3 units may be selected from any endorsed Training Packages or accredited courses relevant to the work outcome

This qualification is designed to be completed whilst you are working within the childcare industry. On this basis, your qualification will take around 6-12 months to complete.

If you have completed a CHC30113 Certificate III in Early Childhood Education and Care, you are able to apply for credit transfer for units already completed. This will reduce the number of units you will be required to complete for the Diploma.

Units within the qualification

Unit Code	Unit name	Core or Elective
CHCECE016	Establish and maintain a safe and healthy environment for children	Core
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood	Core
CHCECE018	Nurture creativity in children	Core
CHCECE019	Facilitate compliance in an education and care services	Core
CHCECE020	Establish and implement plans for developing cooperative behaviour	Core
CHCECE021	Implement strategies for the inclusion of all children	Core
CHCECE022	Promote children's agency	Core
CHCECE023	Analyse information to inform learning	Core
CHCECE024	Design and implement the curriculum to foster children's learning and development	Core
CHCECE025	Embed sustainable practices in service operations	Core
HLTWHS003	Maintain work health and safety	Core
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	Core
CHCECE001	Develop cultural competence	Core
CHCECE002	Ensure the health and safety of children	Core
CHCECE003	Provide care for children	Core
CHCECE004	Promote and provide healthy food and drinks	Core
CHCECE005	Provide care for babies and toddlers	Core
CHCECE007	Develop positive and respectful relationships with children	Core
CHCECE009	Use an approved learning framework to guide practice	Core
CHCECE026	Work in partnership with families to provide appropriate education and care for children	Core
CHCLEG001	Work legally and ethically	Core



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Unit Code	Unit name	Core or Elective
CHCPRT001	Identify and respond to children and young people at risk	Core
HLTAID004	Provide an emergency first aid response in an education and care setting (N/A for RPL this will be either CT or undertaken as full training and assessment)	Core
CHCMGT003	Lead the work team	Elective Listed
CHCDIV001	Work with diverse people	Elective Listed
HLTWHS001	Participate in workplace health and safety	Elective Import
CHCECE010	Support the holistic development of children in early childhood	Elective Import
CHCECE013	Use of information about children to inform practice	Elective Import

Your RPL Planner

Skills Assessment

You will document and rate your skills against Units of competency to assess your currency. It is helpful for you to keep in mind all the jobs you have performed throughout your whole working history. This process gives your Training Specialist an accurate picture of your skill level at the RPL process and to see if you are ready to undertake the RPL Process.

Evidence Gathering

You will be provided access to a service of tables which will outline the types of evidence to submit for each unit of competency and provide as an electronic upload on Cloud Assess (CA). You will be required to give brief dot point outlines on how your current and prior skills and knowledge align to each specific area.

Challenge Tasks and Observations

This provides you with the opportunity to demonstrate competence. These assessments contain the practical skills and application of knowledge for the qualification. A number of holistic practical assessments are included in your kit to assist you with tasks suitable for observation on the job.

Competency Conversation

Competency Conversations are such an easy process compared with classrooms and study. Instead of completing exams or assignments, you talk to your Training Specialist providing examples of how you do things and why you do them that way. Your Training Specialist observes you in action, then holds a conversation with you.

What do you need to complete your Qualification

Resources and materials, you will need to provide:

- Access to the internet

Resources and materials, Training Unlimited will provide you with:

- Laptop
- RPL Phases; available online through Cloud Assess system



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Contact and Further Support

Who you can contact?

Our team are here to support you through your RPL journey.

Your main point of contact is your Training Specialist who is qualified to deliver and assess in the industry area that they are training or assessing. Along with the qualifications they hold, they have extensive experience in roles that relate to both your qualification and its subjects. Training Specialists are required to undertake a range of professional development, networking, and other activities to ensure their knowledge and skills remain relevant to the modern-day workplace and represent best teaching practice. This means that you are talking to someone who understands what it is like to be in a practical day to day role like yours.

Apart from Your Training Specialist you can contact our support team for any queries on info@trainingunlimited.com.au

Further information

You will find further information on your rights and responsibilities, including how Students are selected, how to make a complaint or appeal, how your information is kept private and confidential, withdrawal fees, refunds, work health and safety, and assessment on our website, in your Student Handbook or by visiting our [website](#).