



Qualification Guide

**CHC30121 Certificate III in Early Childhood
Education and Care
Recognition of Prior Learning (RPL)**



Certificate III in 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 CHC30121 Certificate III in 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/work 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. 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 (LLN) 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
- Provided with the Student RPL kit

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 collate your evidence
- Complete your Challenge Tasks and any other Workplace 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 CHC30121 Certificate III in 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 Certificate III in Early Childhood Education and Care look like for you?

You have enrolled to complete a Certificate III in Early Childhood Education and Care qualification which includes 17 units of competency.

- 15 core units
- 2 elective units, consisting of:
 - 1 unit from the list below
 - 1 unit from the electives listed below, elsewhere in the CHC Community Services Training Package, or any other current Training Package or accredited course.

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.

Units within the qualification

Unit Code	Unit name	Core or Elective
CHCECE030	Support inclusion and diversity	Core
CHCECE031	Support children's health, safety and wellbeing	Core
CHCECE032	Nurture babies and toddlers	Core
CHCECE033	Develop positive and respectful relationships with children	Core
CHCECE034	Use an approved learning framework to guide practice	Core
CHCECE035	Support the holistic learning and development of children	Core
CHCECE036	Provide experiences to support children's play and learning	Core
CHCECE037	Support children to connect with the natural environment	Core
CHCECE038	Observe children to inform practice	Core
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	Core
CHCECE055	Meet legal and ethical obligations in children's education and care	Core
CHCECE056	Work effectively in children's education and care	Core
CHCPRT001	Identify and respond to children and young people at risk	Core
HLTAID012	Provide First Aid in an education and care setting	Core
HLTWHS001	Participate in workplace health and safety	Core
BSBSUS411	Implement and monitor environmentally sustainable work practices	Elective Listed
CHCPRP003	Reflect on and improve own professional practice	Elective Listed



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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 series of tables which will outline the types of evidence to submit for each unit of competency and provide as portfolio of collated evidence. You will be required to complete the questioning and templates provided.

Challenge Tasks, Workplace 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, provided in your Student RPL Kit



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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](#).