



STUDENT WORKPLACEMENT

PARTNER INFORMATION GUIDE

CHC30113 Certificate III in Early Childhood Education and Care

CHC50113 Diploma of Early Childhood Education and Care

PARTNER OVERVIEW

Student work placements are a vital step in the training students undertake with 4Life College. The work placement is the opportunity for our students to refine the skills they have learnt within our simulated classroom training. It provides them with real life experience and ensure they are job-ready when they complete their course.

WORK PLACEMENT TIMETABLE

4Life College places students in work placements all year round. As a partner, you advise what blocks you have available to host a placement and how many students you wish to have:

Block A
January-March

Block B
April-June

Block C
July-September

Block D
Oct-Dec

- ▶ **Certificate III in Early Childhood Education and Care**
Total hours: 135 - 1 block over 9-10 weeks - 2 days per week
- ▶ **Diploma of Early Childhood Education and Care**
Total hours: 300 - 2 blocks over 20 weeks - 2 days per week



WORK PLACEMENT PROCEDURE



10-12 Weeks Before

4Life College will confirm with your centre's availability to host a work placement for the upcoming Block.



8-10 Weeks Before

4Life College will send through all student documentation required for verification



During Work Placement

4Life College Assessor will visit your centre to assess the student on placement

FAQs

- Typically students undertake in 9-10 week blocks, and 2 days week – however more intensive completion can be arranged if more suitable to your workplace.
- The College maintains valid insurance to cover a students work placement activities.
- The College will provide you with all required students documents i.e. Working with Children Check.
- Due to meeting effective supervision standards we ask that students are NOT to be within centre ratios.
- All centres must meet National Quality Standards.

PARTNER BENEFITS

- ✓ **Help with your recruitment needs** – we are happy to contact graduates and promote jobs you are trying to fill.
- ✓ **Discount training** – we are happy to provide discounted training to you and your staff.

CHC30113 Certificate III in Early Education and Care

Work Placement:

- Hours required: 135 hrs
- Students in NSW, WA and VIC will be required to obtain a mandatory Volunteer/Student Working with Children Check (Unpaid) in order to attend Work Placement. Students in QLD will be required to obtain a Volunteer/Student Blue Card (unpaid). Some Early Education and Care Centres may also request a Police Check (paid).

Units that have compulsory work placement hours are:

CHCECE003	Provide care for children
CHCECE005	Provide care for babies and toddlers
CHCECE007	Develop positive and respectful relationships with children
CHCECE010	Support the holistic development of children in early childhood

Other units that have associated work placement tasks are:

CHCDIV001	Work with diverse people
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander
CHCECE001	Develop cultural competence
CHCECE002	Ensure the health and safety of children
CHCECE004	Promote and provide healthy food and drinks
CHCECE006	Support behaviour of children and young people
CHCECE009	Use an approved learning framework to guide practice
CHCECE011	Provide experiences to support children's play and learning
CHCECE013	Use information about children to inform practice
CHCLEG001	Work legally and ethically
CHCPRP003	Reflect on and improve own professional practice
HLTWHS001	Participate in workplace health and safety

CHC30113 Certificate III in Early Childhood Education and Care students need to:

- provide care and respond appropriately to at least three children of varying ages
- provide care to at least different three babies and toddlers of varying ages
- develop a nurturing and securely attached relationship with at least three different babies and toddlers of varying ages.
- communicate positively and respectfully and interacted effectively with at least three children.
- support the development of children in at least three different situations/activities



FOR MORE INFORMATION

CHC50113 Diploma of Early Education and Care

Work Placement:

- Hours required: 300 hrs
- Students in NSW, WA and VIC will be required to obtain a mandatory Volunteer/Student Working with Children Check (Unpaid) in order to attend Work Placement. Students in QLD will be required to obtain a Volunteer/Student Blue Card (unpaid). Some Early Education and Care Centres may also request a Police Check (paid).

Units that require Work Placement:

CHCECE017	Foster the holistic development and wellbeing of the child in early childhood
CHCECE019	Facilitate compliance in an education and care
CHCECE024	Design and implement the curriculum to foster children's learning and development

Other units that have associated work placement tasks are:

CHCECE016	Establish and maintain a safe and healthy environment for children
CHCECE018	Nurture creativity in children
CHCECE020	Establish and implement plans for developing cooperative behaviour
CHCECE021	Implement strategies for the inclusion of all children
CHCECE022	Promote children's agency
CHCECE023	Analyse information to inform learning
CHCECE025	Embed sustainable practices in service operations
CHCECE026	Work in partnership with families to provide appropriate education and care for children
HLTWHS003	Maintain work health and safety

CHC50113 Diploma of Early Education and Care students need to:

- plan and provide at least three opportunities for children of varying ages to develop in a range of areas.
- check and maintain compliance in an education and care service, including: interpreting and applying the requirements outlined in the National Quality Framework in at least one education and care service; facilitating a self-assessment process in at least one education and care service;
- develop at least one quality improvement plan, including: documenting and checking information for accuracy and completeness; consulting with at least one other educator or service coordinator to review the plan.
- design and implement curriculum on at least one occasion, including: evaluating and modifying environments to enhance opportunities for children's learning;
- design learning experiences to foster children's development; assessing and evaluating curriculum and learning experiences in accordance with guidelines .