

# EARLY CHILDHOOD EDUCATION AND CARE TRAINING PROGRAM

INFORMATION GUIDE TO CONNEX



International Child Care College is proud to partner with St Nicholas Pathways to deliver a premium Early Childhood Education and Care training experience. This guide has been designed to provide important information about what to expect and an overview of the training.

**The CONNEX program is about providing the student the best opportunity for success in gaining their ECEC qualification.**

It provides a holistic approach to learning, allowing students to access expertly led training sessions, participate in play sessions with real children, experience the role of an educator in one of St Nicholas's high quality services and to complete learning and assessment online at their own pace.

**Qualification:** CHC30121 Certificate in Early Childhood Education and Care

**Start Date:** November 2021

**Duration:** 12 months

## Prepare for success



### Read through the information provided in this document

It will give you a broad understanding of what the program looks like.



### Contact ICCC if you have any questions

Call 02 4956 4333 or email [info@childcarecollege.com.au](mailto:info@childcarecollege.com.au)



### Complete the enrolment form and return to the College asap

Once we have these details, we can start the enrolment process.



### Confirm the quote and acceptance into the program

You will be provided with a quoted fee for the cost of training. You may decide to accept this fee and continue through the enrolment process or decline the offer at no cost.



### Receive your commencement emails

After you confirm the quote, we will send out your commencement emails. These emails provide direction on what will occur, when it will occur and what you need to do to prepare.



*NSW learners may be eligible for subsidies under NSW Smart and Skilled Entitlement training programs. 'This training is subsidised by the NSW Government'. Unit/s may be delivered by an agent under a third-party*

# COURSE INFORMATION



**What to expect.** The CONNEX program is a blended learning approach to gaining a CHC30121 Certificate III in Early Childhood Education and Care qualification. We use best practice training strategies incorporating class learning, online study, virtual and face to face tutorial support, structured in-house practical workplace learning through St Nicholas services. This program will set you up to work across a variety of age groups offering real life experience in early education and care services as well as out of school hours care (OOSH).



**About the venue.** The newly developed St Nicholas Muswellbrook facility offers a state-of-the-art, purpose-built Early Education site where students can immerse themselves in the role of an educator. Students will receive the benefits of studying in modern learning spaces, access to centre policies and resources, interact with children and families in a trainer led playgroup environment and be able to watch daily routines in practice as they observe children and educators in the St Nicholas environments.



**What do you need to work in Early Childhood?** The CHC30121 Certificate III in Early Childhood Education and Care is the minimum entry level qualification required to work in an accredited Early Childhood setting. It will equip you with beginning skills and essential knowledge to successfully undertake the role of a trained educator. Please refer to [NSW Government Health requirements](#) in relation to working in this sector.



**What are the requirements for compulsory work placement?** As part of this program, all students will be allocated access to unpaid work placement with a St Nicholas regulated children's service located in the Upper Hunter. Students will actively participate in daily routines as an educator in training, interact with children and families and implement assessment activities as part of the learning journey to becoming a quality educator. All students are required to complete 3 one-week placements in a St Nicholas education service during school holidays time frames. As well as an one day per week during the term 8 hours per day service to be eligible to complete this program.



**How much does it cost?** Students may be eligible for subsidised training through the NSW Smart and Skilled programs. Fees may vary depending on individual circumstances. Students will be required to submit an eligibility declaration as part of the enrolment process. Fees will be determined using the Smart and Skilled calculator and provided prior to enrolment confirmation.



**How to achieve success.** Students must complete a range of assessment activities to a "Satisfactory" level. Where an assessment activity is assessed as "Not Yet Satisfactory" students will be given feedback and advice on why the assessor deemed the outcome and provided with an opportunity to re-attempt. Students are able to attempt any individual task on 3 occasions.

## What you can expect from the training?

- ✓ Consistent and open communication.
- ✓ Close monitoring of participation.
- ✓ State of the art training facilities.
- ✓ Hosted work placement at St Nicholas Early Education centre Muswellbrook.
- ✓ Specialist trainers and expert speakers.
- ✓ Dedicated Student Support and Learning Support.
- ✓ Online learning access – anywhere and anytime.
- ✓ Intergrated holistic learning approaches.

ICCC has a long history of supporting quality training experiences.

**Train with the best in Early Childhood.**

# CLASS INFORMATION



**What does class learning look like?** Class learning will include topic lectures, discussions and simulated activities to provide a broad understanding of the industry and best practice operations. Learning will also incorporate immersion in playgroup, including setting up, packing up and debriefing of the sessions, as well as the completion of some simulated workplace assessment tasks.



**Attendance requirements.** Attendance to scheduled classes is **compulsory**. All students **MUST** maintain an 90% attendance record for scheduled classes. Any classes missed must be made up in the student's own time. Students who fail to attend scheduled classes may be subject to disciplinary action including but not limited to termination of coordinated work placement at their St Nicholas Early Education centre.



**What time are classes?** Scheduled classes will start on time, every time. This will be every Tuesday and Wednesday from 9am until 3pm for the duration of the class block training period. If a student is unable to attend due to illness or are likely to be late for any reason, they are required to contact their Trainer or call ahead as soon as possible.



**What should students wear?** How a student dresses is important, as you will be interacting with teaching staff, parents, children and other educators. Dressing appropriately shows a commitment to professionalism. Students are required to wear a polo shirt available for purchase from St Nicholas Pathways (\$20 for one or \$35 for two), black work pants and enclosed shoes. A hat will be provided.



**What equipment is required?** To ensure an optimal student experience, students **MUST** have a personal email address, access to a portable computer with internet connection and a printer, access to Microsoft office 2007 or equivalent, Adobe Reader X or equivalent, Web browser Chrome or Firefox. Students may also need access to a scanner as well as two large ring binder folders, plastic sleeves and a notebook.



**What does online learning look like?** Students will also be required to access and complete learning and assessment activities online in the ICCC student portal. In the student portal, students will watch videos, research recommended websites and complete assessment tasks. Participation and progression will be monitored to ensure students remain on track to complete the requirements of the course within the scheduled timeframe.



**How much self-study is required?** Although you will complete significant amounts of learning and assessment in the classroom, you will need to complete around 4 hours per week on average to successfully complete the training program.

## What you can expect in learner support?

- ✓ Specialist learning support trainers.
- ✓ Individual tutorials before class.
- ✓ Group tutorial and study sessions after class.
- ✓ Online booking systems.
- ✓ 24hour email support via [questions@childcarecollege.com.au](mailto:questions@childcarecollege.com.au)
- ✓ On request regular phone support.
- ✓ Zoom and online tutorial sessions.

# WORKPLACE INFORMATION



**What does workplace learning look like?** Workplace learning will allow students to apply their growing theoretical knowledge into practice. As a student, you will be treated like a member of the team and be expected to participate in routine duties as part of daily practices. You will be allocated a workplace supervisor who will guide and mentor you during your placement and support the completion of the practical assessment requirements. All students require a **volunteer working with children check**. To apply visit <https://www.service.nsw.gov.au/transaction/apply-working-children-check>  
Students who are under 18 years of age will require a Statutory Declaration.



**Attendance requirements.** Attendance to work placement is **compulsory**. All students **MUST** maintain an 90% attendance record for work placement. Any work placements missed must be rescheduled and made up in the student's own time. Students who fail to attend voluntary work placement as required may be subject to disciplinary action including but not limited to termination from the training program.



**How to get to work placement.** Students will need to coordinate their own travel to and from work placement. This may mean using personal vehicles, public transport or coordinating a lift with a family member, friend or student from class who is on a similar schedule.



**What time will I be expected to be at work?** Students will be provided a work schedule including what time to start and what time to finish each day. The schedule will also include which days of the week the student will work, the St Nicholas Early Education centre details and the workplace supervisor contact information.



**How to dress for work placement.** Students are required to wear a polo shirt available for purchase from St Nicholas Pathways, black work pants and enclosed shoes. Have clothes picked out that will become your work uniform. Dressing appropriately shows your commitment to professionalism.



**Complete your required assessment tasks.** There are a number of compulsory tasks that require you to interact with children and families, plan for children's education and implement activities and games to foster holistic development. These will need to be documented and signed off by your workplace supervisor.

## What you can expect in the workplace?

- ✓ Specialist workplace supervisors.
- ✓ Planned activities to support learning.
- ✓ Support in assessment completion.
- ✓ Build relationships with children and families.
- ✓ Individual tutorials before class.
- ✓ Enjoyment in participating in children's learning.

Early Childhood Education and Care services are busy places of work. It can feel a little overwhelming. As a student, you will be encouraged to have a go, as this is all part of the learning.

**Back yourself, we do!**