

Important Student Information

Students currently not employed in a registered Early Childhood Education and Care Service

Overview of Student Training and Assessment

The CHC50125 Diploma of Early Childhood Education and Care is a higher-level qualification. This qualification requires students to build on the beginning abilities of a Certificate III in Early Childhood Education and Care Educator, and includes the ability to analyse information, provide and transmit solutions to sometimes complex problems as well as lead and direct others.

Learning and assessment activities are structured to identify key concepts relative to required knowledge and skills while offering extended learning and research activities. Under this structured learning and assessment framework, students are required to *Remember, Understand, Apply, Analyse and Evaluate* these key concepts.

Students who are currently not employed as an Educator are likely to have restricted access to regulated Early Childhood Education and Care environments and are required to complete unpaid workplace learning integration as a volunteer at times appropriate to the service. This restricted access limits the amount of opportunity for learning through observation of experienced educators as well as impacting the availability of feedback and guidance from supervisors related to acceptable work practices.

Students are encouraged to spend additional time reviewing the underpinning knowledge by watching videos and following all study activities within each unit of competence.

Students who successfully complete all of the requirements for a qualification are issued with the appropriate nationally recognised award. Students who complete part of a qualification are issued with a Statement of Attainment.

Entry Requirements

Students within this cohort **are not currently working in a regulated Early Childhood Education and Care service** as an Educator (students undertaking volunteer work placement).

In addition to this:

- Student must be a minimum age of 16 to be eligible for enrolment, however the job role requires educators under the age of 18 to be supervised within a regulated EC service.
- Students need to be physically fit as the role involves providing direct personal care, lifting and other physically demanding activities.
- Working with Children Check is a requirement.

Students must have either:

- Completed CHC30121 Certificate III in Early Childhood Education and Care, its equivalent successor, or CHC30113 Certificate III in Early Childhood Education and Care; OR
- An Australian diploma in Early Childhood Education and Care or an Australian diploma or certificate III in Children's Services, and one of the following:
 - Demonstrate at least 12 months of cumulative employment (full-time equivalent) within the last 5 years in a regulated education and care service in Australia, supported by verifiable evidence.
 - Hold the CHCSS00147 Entry into Diploma of Early Childhood Education and Care skill set.

Duration and AQF Volume of Learning

This qualification requires a Volume of Learning consistent with the AQF descriptors between 1200 to 2400 hours of training.

To allow for appropriate learning opportunities and completion of required assessment, the standard duration for this student cohort is 18 to 24 months.

A shortened duration may be acceptable where the students hold higher level qualifications or are experienced in the workplace and have most of the required skills and knowledge.

Expected Hours for Training and Assessment

As a volunteer educator, approximate training hours will vary significantly depending on the opportunity to access workplace learning integration. Students will need to allow approximately 4 hours per week of self-paced study in addition to workplace training and assessment completion.

Students may complete the program earlier than these timelines through RPL, CT or extended application to studies.

Resources and Training Materials

Students are provided with **all** learning and assessment materials required for successful completion of the course including the textbooks: “Birth to Big School”, “The Big Picture”, “Frameworks for Learning and Development” and “The Business of Child Care”.

Supervision and learning and assessment guidance

All workplace (skills) tasks are required to be completed in a regulated Early Childhood Education and Care environment under the supervision of a qualified educator, while theory (knowledge) tasks can be completed as a self-directed assessment activity.

To meet this requirement students are encouraged to coordinate supervision of tasks with the available persons and resources at an appropriate time. In order to achieve this, the following strategies are suggested as appropriate.

Strategies to coordinate supervision and learning and assessment guidance

Volunteer Educators may have access to appropriate supervision of tasks through:

- LDC and Preschool supervisors while completing workplace learning integration
- College trainers and assessors

Suggested ways to coordinate supervised activities for volunteer educators:

- Complete tasks while undertaking workplace learning integration LDC and Preschool with Centre supervisors
- College trainers to identify tasks which are able to be completed through a simulated work environment.

NOTE: Trainers must approve supervision strategies as appropriate for each individual student.

Sequencing of units and assessment activities

Units are sequenced to build a students’ knowledge of Early Childhood Care and Education practices.

Students **with regular access to workplace supervision and guidance** are required to complete the theory (knowledge) tasks before attempting the workplace (skills) tasks for that unit. Once students have completed the knowledge and skills tasks for each unit they are able to move onto the next unit.

Students **with minimum access to workplace supervision and guidance** are required to organise supervision of workplace (skills) tasks, students are required to complete theory (knowledge) tasks for a group of units. Once students have completed the knowledge tasks for a group of unit’s students are able to coordinate appropriate supervision of workplace (skills) tasks.

Types of Assessment including Recognition of Prior Learning (RPL) and Reasonable Adjustment

Students must complete **all** required tasks as part of their learning experience. This assessment evidence forms part of the overall competence judgement

There are 3 forms of assessment used:

- Theory tasks (knowledge evidence)
- Workplace tasks (practical skills evidence)
- Observation tasks (observed skills evidence)

Education Pathway

There is a direct pathway between this qualification and a higher-level university qualification.

Government Subsidies and Loss of Entitlement

The NSW Government provides funding programs for volunteer educators under the Targeted Priorities model for Smart and Skilled. *This training is subsidised by the NSW Government.* Under this arrangement, students may be required to pay a contribution towards the cost of training through an admin fee. Targeted Priorities programs are available to eligible students in NSW. Where students have a previous qualification or have attempted an alternate qualification under the Entitlement program, students will remain able to access subsidies but may be required to pay a higher admin fee for the second qualification.

Third-Party Arrangements

International Child Care College has approved third-party arrangements in place to support the facilitation of required training and assessment. Regardless of the approved third-party arrangement, ICCC is responsible for all aspects of the training. Refer to the appendices below for further details.

Appendix	Company	Summary
1	Early Childhood & Co Pty Ltd	This arrangement ensures that ICCC students with Bright Beginnings – Maitland, Little Treasures – Greta, and Little Treasures – Singleton receive timely support and assessment services.
2	Early Learning Institute Pty Ltd (Trading as Fit Kidz)	This arrangement ensures that ICCC students with Fit Kidz Learning Centres receive timely support and assessment services.
3	Explore & Develop Pty Ltd	This arrangement ensures that ICCC students with Explore & Develop receive timely support and assessment services.
4	The Hub: Preschool & Early Education Academy Pty Ltd	This arrangement ensures that ICCC students with The Hub: Preschool & Early Education Academy Pty Ltd receive timely support and assessment services.
5	Inspire Wagga Incorporated	This arrangement ensures that ICCC students with Inspire Wagga Incorporated receive timely support and assessment services.
6	Sanctuary Early Learning Centre Pty Ltd	This arrangement ensures that ICCC students with Sanctuary Early Learning Centre and Thornton North Early Learning Centre receive timely support and assessment services.
7	St Philip's Christian Education Foundation Ltd	This arrangement ensures that ICCC students with St Philip's Christian Education Foundation Ltd receive timely support and assessment services.
8	Tillys Play and Development Pty Ltd	This arrangement ensures that ICCC students with Tillys Play & Development and Tillys Play & Education centres receive timely support and assessment services.
9	Turtle & Co Pty Ltd	This arrangement ensures that ICCC students with Turtle & Co receive timely support and assessment services.
10	Business Wise First Aid Training (RTO ID: 45193)	This arrangement ensures that the First Aid component of the course is delivered and assessed by current Trainer and Assessor Paramedics.
11	Corporate Training Solutions (RTO ID: 4256)	This arrangement ensures that the First Aid component of the course is delivered and assessed by current Trainer and Assessor Paramedics.
12	Surf Life Saving NSW (RTO ID: 90394)	This arrangement ensures that the First Aid component of the course is delivered and assessed by current Trainer and Assessor Paramedics.

Third-Party Arrangement Information - Appendix 1

Company Name	Early Childhood & Co Pty Ltd	
Details	CEO: Lauren Marvig	
Address	PO Box 158, Branxton, NSW 2335	
Contact	Email: lauren@earlychildhoodandco.com.au Web: www.earlychildhoodandco.com.au	
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students working at Bright Beginnings – Maitland, Little Treasures – Greta, and Little Treasures – Singleton only.	
Roles and Responsibilities	Under this arrangement, Early Learning Institute Pty Ltd has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service	
Scope of Approved Third-party Arrangements	Under this arrangement, Early Learning Institute Pty Ltd is approved to assess students via observation in the below listed units of competency:	
	<div><div><div>BSBWRT311 Write simple documents</div><div>CHCECE030 Support inclusion and diversity</div><div>CHCECE031 Support children’s health, safety and wellbeing</div><div>CHCECE032 Nurture babies and toddlers</div><div>CHCECE033 Develop positive and respectful relationships with children</div><div>CHCECE034 Use an approved learning framework to guide practice</div><div>CHCECE035 Support the holistic learning and development of children</div><div>CHCECE036 Provide experiences to support children’s play and learning</div><div>CHCECE037 Support children to connect with the natural environment</div><div>CHCECE038 Observe children to inform practice</div><div>CHCECE039 Comply with family day care administration requirements</div><div>CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures</div><div>CHCECE055 Meet legal and ethical obligations in children’s education and care</div><div>CHCECE056 Work effectively in children’s education and care</div><div>CHCDIV001 Work with diverse people</div><div>CHCPRP003 Reflect on and improve own professional practice</div><div>CHCPRT001 Identify and respond to children and young people at risk</div><div>CHCPRT025 Identify and report children and young people at risk</div><div>HLTFSE001 Follow basic food safety practices</div><div>HLTWHS001 Participate in workplace health and safety</div><div>HLTWHS006 Manage personal stressors in the work environment</div></div><div><div>BSBST501 Establish innovative work environments</div><div>BSBTWK502 Manage team effectiveness</div><div>BSBTWK503 Manage meetings</div><div>CHCECE041 Maintain a safe and healthy environment for children</div><div>CHCECE042 Foster holistic early childhood learning, development and wellbeing</div><div>CHCECE043 Nurture creativity in children</div><div>CHCECE044 Facilitate compliance in a children’s education and care service</div><div>CHCECE045 Foster positive and respectful interactions and behaviour in children</div><div>CHCECE046 Implement strategies for the inclusion of all children</div><div>CHCECE047 Analyse information to inform children’s learning</div><div>CHCECE048 Plan and implement children’s education and care curriculum</div><div>CHCECE049 Embed environmental responsibility in service operations</div><div>CHCECE050 Work in partnership with children’s families</div><div>CHCECE053 Respond to grievances and complaints about the service</div><div>CHCDIV003 Manage and promote diversity</div><div>CHCINM002 Meet community information needs</div><div>CHCPRP003 Reflect on and improve own professional practice</div></div></div>	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 2

Company Name	Early Learning Institute Pty Ltd (Trading as Fit Kidz)	
Details	General Manager: Rachel Emphield	
Address	179 Annangrove Road, Annangrove NSW 2156	
Contact	Email: info@fitkidz.com.au Web: www.fitkidz.com.au	
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students working at Fit Kidz Learning Centres only.	
Roles and Responsibilities	Under this arrangement, Early Learning Institute Pty Ltd has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service	
Scope of Approved Third-party Arrangements	Under this arrangement, Early Learning Institute Pty Ltd is approved to assess students via observation in the below listed units of competency:	
	<div><div><div>BSBWRT311 Write simple documents</div><div>CHCECE030 Support inclusion and diversity</div><div>CHCECE031 Support children’s health, safety and wellbeing</div><div>CHCECE032 Nurture babies and toddlers</div><div>CHCECE033 Develop positive and respectful relationships with children</div><div>CHCECE034 Use an approved learning framework to guide practice</div><div>CHCECE035 Support the holistic learning and development of children</div><div>CHCECE036 Provide experiences to support children’s play and learning</div><div>CHCECE037 Support children to connect with the natural environment</div><div>CHCECE038 Observe children to inform practice</div><div>CHCECE039 Comply with family day care administration requirements</div><div>CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures</div><div>CHCECE055 Meet legal and ethical obligations in children’s education and care</div><div>CHCECE056 Work effectively in children’s education and care</div><div>CHCDIV001 Work with diverse people</div><div>CHCPRP003 Reflect on and improve own professional practice</div><div>CHCPRT001 Identify and respond to children and young people at risk</div><div>CHCPRT025 Identify and report children and young people at risk</div><div>HLTFSE001 Follow basic food safety practices</div><div>HLTWHS001 Participate in workplace health and safety</div><div>HLTWHS006 Manage personal stressors in the work environment</div></div><div><div>BSBSTR501 Establish innovative work environments</div><div>BSBTWK502 Manage team effectiveness</div><div>BSBTWK503 Manage meetings</div><div>CHCECE041 Maintain a safe and healthy environment for children</div><div>CHCECE042 Foster holistic early childhood learning, development and wellbeing</div><div>CHCECE043 Nurture creativity in children</div><div>CHCECE044 Facilitate compliance in a children’s education and care service</div><div>CHCECE045 Foster positive and respectful interactions and behaviour in children</div><div>CHCECE046 Implement strategies for the inclusion of all children</div><div>CHCECE047 Analyse information to inform children’s learning</div><div>CHCECE048 Plan and implement children’s education and care curriculum</div><div>CHCECE049 Embed environmental responsibility in service operations</div><div>CHCECE050 Work in partnership with children’s families</div><div>CHCECE053 Respond to grievances and complaints about the service</div><div>CHCDIV003 Manage and promote diversity</div><div>CHCINM002 Meet community information needs</div><div>CHCPRP003 Reflect on and improve own professional practice</div></div></div>	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 3

Company Name	Explore & Develop Pty Ltd	
Details	CEO: Belinda Ludlow	
Address	Level 4, 10 Tilley Lane, Frenchs Forest, NSW 2086	
Contact	Email: admin@exploreanddevelop.com.au Web: www.exploreanddevelop.com.au	
Purpose of Third-party arrangement:	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students employed by Explore & Develop centres only.	
Roles and Responsibilities	Under this arrangement, Explore & Develop Pty Ltd has the following student responsibilities: <ul style="list-style-type: none"> • Ongoing support of student learning • Supporting implementation of 'at risk' student programs • Student observation assessments in a regulated children's service 	
Scope of Approved Third-party Arrangements	Under this arrangement, Explore & Develop Pty Ltd is approved to assess students via observation in the below listed units of competency:	
BSBWRT311 Write simple documents CHCECE030 Support inclusion and diversity CHCECE031 Support children's health, safety and wellbeing CHCECE032 Nurture babies and toddlers CHCECE033 Develop positive and respectful relationships with children CHCECE034 Use an approved learning framework to guide practice CHCECE035 Support the holistic learning and development of children CHCECE036 Provide experiences to support children's play and learning CHCECE037 Support children to connect with the natural environment CHCECE038 Observe children to inform practice CHCECE039 Comply with family day care administration requirements CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures CHCECE055 Meet legal and ethical obligations in children's education and care CHCECE056 Work effectively in children's education and care CHCDIV001 Work with diverse people CHCPRP003 Reflect on and improve own professional practice CHCPRT001 Identify and respond to children and young people at risk CHCPRT025 Identify and report children and young people at risk HLTFSE001 Follow basic food safety practices HLTWHS001 Participate in workplace health and safety HLTWHS006 Manage personal stressors in the work environment	BSBST501 Establish innovative work environments BSBTWK502 Manage team effectiveness BSBTWK503 Manage meetings CHCECE041 Maintain a safe and healthy environment for children CHCECE042 Foster holistic early childhood learning, development and wellbeing CHCECE043 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 CHCECE053 Respond to grievances and complaints about the service CHCDIV003 Manage and promote diversity CHCINM002 Meet community information needs CHCPRP003 Reflect on and improve own professional practice	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 4

Company Name	The Hub: Preschool & Early Education Academy Pty Ltd	
Details	Owner/Approved Provider: Raylee Davies	
Address	2/4 Edge Street, Boolaroo, NSW 2284	
Contact	Email: headoffice@thehubpreschool.com.au Web: www.thehubpreschool.com.au/	
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students employed by The Hub: Preschool & Early Education Academy Pty Ltd only.	
Roles and Responsibilities	Under this arrangement, The Hub: Preschool & Early Education Academy Pty Ltd has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service	
Scope of Approved Third-party Arrangements	Under this arrangement The Hub: Preschool & Early Education Academy Pty Ltd is approved to assess students via observation in the below listed units of competency:	
<div><div><div>BSBWRT311 Write simple documents</div><div>CHCECE030 Support inclusion and diversity</div><div>CHCECE031 Support children’s health, safety and wellbeing</div><div>CHCECE032 Nurture babies and toddlers</div><div>CHCECE033 Develop positive and respectful relationships with children</div><div>CHCECE034 Use an approved learning framework to guide practice</div><div>CHCECE035 Support the holistic learning and development of children</div><div>CHCECE036 Provide experiences to support children’s play and learning</div><div>CHCECE037 Support children to connect with the natural environment</div><div>CHCECE038 Observe children to inform practice</div><div>CHCECE039 Comply with family day care administration requirements</div><div>CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures</div><div>CHCECE055 Meet legal and ethical obligations in children’s education and care</div><div>CHCECE056 Work effectively in children’s education and care</div><div>CHCDIV001 Work with diverse people</div><div>CHCPRP003 Reflect on and improve own professional practice</div><div>CHCPRT001 Identify and respond to children and young people at risk</div><div>CHCPRT025 Identify and report children and young people at risk</div><div>HLTFSE001 Follow basic food safety practices</div><div>HLTWHS001 Participate in workplace health and safety</div><div>HLTWHS006 Manage personal stressors in the work environment</div></div><div><div>BSBST501 Establish innovative work environments</div><div>BSBTWK502 Manage team effectiveness</div><div>BSBTWK503 Manage meetings</div><div>CHCECE041 Maintain a safe and healthy environment for children</div><div>CHCECE042 Foster holistic early childhood learning, development and wellbeing</div><div>CHCECE043 Nurture creativity in children</div><div>CHCECE044 Facilitate compliance in a children’s education and care service</div><div>CHCECE045 Foster positive and respectful interactions and behaviour in children</div><div>CHCECE046 Implement strategies for the inclusion of all children</div><div>CHCECE047 Analyse information to inform children’s learning</div><div>CHCECE048 Plan and implement children’s education and care curriculum</div><div>CHCECE049 Embed environmental responsibility in service operations</div><div>CHCECE050 Work in partnership with children’s families</div><div>CHCECE053 Respond to grievances and complaints about the service</div><div>CHCDIV003 Manage and promote diversity</div><div>CHCINM002 Meet community information needs</div><div>CHCPRP003 Reflect on and improve own professional practice</div></div></div>		
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 5

Company Name	Inspire College Wagga Incorporated		
Details	Approved Provider: Brendan McMartin		
Address	555 Koorungal Road, Wagga Wagga, NSW 2650		
Contact	Email: director@inspirewagga.com.au Web: www.inspirewagga.com.au		
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.		
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students employed by Inspire College Wagga Incorporated only.		
Roles and Responsibilities	Under this arrangement, Inspire College Wagga Incorporated has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service		
Scope of Approved Third-party Arrangements	Under this arrangement Inspire College Wagga Incorporated is approved to assess students via observation in the below listed units of competency:		
BSBWRT311 Write simple documents CHCECE030 Support inclusion and diversity CHCECE031 Support children’s health, safety and wellbeing CHCECE032 Nurture babies and toddlers CHCECE033 Develop positive and respectful relationships with children CHCECE034 Use an approved learning framework to guide practice CHCECE035 Support the holistic learning and development of children CHCECE036 Provide experiences to support children’s play and learning CHCECE037 Support children to connect with the natural environment CHCECE038 Observe children to inform practice CHCECE039 Comply with family day care administration requirements CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures CHCECE055 Meet legal and ethical obligations in children’s education and care CHCECE056 Work effectively in children’s education and care CHCDIV001 Work with diverse people CHCPRP003 Reflect on and improve own professional practice CHCPRT001 Identify and respond to children and young people at risk CHCPRT025 Identify and report children and young people at risk HLTFSE001 Follow basic food safety practices HLTWHS001 Participate in workplace health and safety HLTWHS006 Manage personal stressors in the work environment		BSBST501 Establish innovative work environments BSBTWK502 Manage team effectiveness BSBTWK503 Manage meetings CHCECE041 Maintain a safe and healthy environment for children CHCECE042 Foster holistic early childhood learning, development and wellbeing CHCECE043 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 CHCECE053 Respond to grievances and complaints about the service CHCDIV003 Manage and promote diversity CHCINM002 Meet community information needs CHCPRP003 Reflect on and improve own professional practice	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.			

Third-Party Arrangement Information - Appendix 6

Company Name	Sanctuary Early Learning Centre Pty Ltd	
Details	Owner/Director: Sheryn Mulford	
Address	37 Tibin Drive, Fletcher, NSW 2287	
Contact	Email: enrol@sanctuaryelc.com.au Web: www.sanctuaryelc.com.au	
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students employed by Sanctuary Early Learning Centre and Thornton North Early Learning Centre only.	
Roles and Responsibilities	Under this arrangement, Sanctuary Early Learning Centre has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service	
Scope of Approved Third-party Arrangements	Under this arrangement Sanctuary Early Learning Centre Pty Ltd is approved to assess students via observation in the below listed units of competency:	
<div><div><div>BSBWRT311 Write simple documents</div><div>CHCECE030 Support inclusion and diversity</div><div>CHCECE031 Support children’s health, safety and wellbeing</div><div>CHCECE032 Nurture babies and toddlers</div><div>CHCECE033 Develop positive and respectful relationships with children</div><div>CHCECE034 Use an approved learning framework to guide practice</div><div>CHCECE035 Support the holistic learning and development of children</div><div>CHCECE036 Provide experiences to support children’s play and learning</div><div>CHCECE037 Support children to connect with the natural environment</div><div>CHCECE038 Observe children to inform practice</div><div>CHCECE039 Comply with family day care administration requirements</div><div>CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures</div><div>CHCECE055 Meet legal and ethical obligations in children’s education and care</div><div>CHCECE056 Work effectively in children’s education and care</div><div>CHCDIV001 Work with diverse people</div><div>CHCPRP003 Reflect on and improve own professional practice</div><div>CHCPRT001 Identify and respond to children and young people at risk</div><div>CHCPRT025 Identify and report children and young people at risk</div><div>HLTFSE001 Follow basic food safety practices</div><div>HLTWHS001 Participate in workplace health and safety</div><div>HLTWHS006 Manage personal stressors in the work environment</div></div><div><div>BSBST501 Establish innovative work environments</div><div>BSBTWK502 Manage team effectiveness</div><div>BSBTWK503 Manage meetings</div><div>CHCECE041 Maintain a safe and healthy environment for children</div><div>CHCECE042 Foster holistic early childhood learning, development and wellbeing</div><div>CHCECE043 Nurture creativity in children</div><div>CHCECE044 Facilitate compliance in a children’s education and care service</div><div>CHCECE045 Foster positive and respectful interactions and behaviour in children</div><div>CHCECE046 Implement strategies for the inclusion of all children</div><div>CHCECE047 Analyse information to inform children’s learning</div><div>CHCECE048 Plan and implement children’s education and care curriculum</div><div>CHCECE049 Embed environmental responsibility in service operations</div><div>CHCECE050 Work in partnership with children’s families</div><div>CHCECE053 Respond to grievances and complaints about the service</div><div>CHCDIV003 Manage and promote diversity</div><div>CHCINM002 Meet community information needs</div><div>CHCPRP003 Reflect on and improve own professional practice</div></div></div>		
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 7

Company Name	St Philip's Christian Education Foundation Ltd																																											
Details	Director: Graeme Irwin																																											
Address	57 High Street, Waratah NSW 2298																																											
Contact	Email: carlie.boyle@spcc.nsw.edu.au Web: www.spcc.nsw.edu.au																																											
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.																																											
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students employed by St Philip's Christian Education Foundation Ltd only.																																											
Roles and Responsibilities	Under this arrangement, St Philip's Christian Education Foundation Ltd has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of 'at risk' student programs• Student observation assessments in a regulated children's service																																											
Scope of Approved Third-party Arrangements	Under this arrangement, St Philip's Christian Education Foundation Ltd is approved to assess students via observation in the below listed units of competency:																																											
<table><tr><td>BSBWRT311 Write simple documents</td><td>BSBSTR501 Establish innovative work environments</td></tr><tr><td>CHCECE030 Support inclusion and diversity</td><td>BSBTWK502 Manage team effectiveness</td></tr><tr><td>CHCECE031 Support children's health, safety and wellbeing</td><td>BSBTWK503 Manage meetings</td></tr><tr><td>CHCECE032 Nurture babies and toddlers</td><td>CHCECE041 Maintain a safe and healthy environment for children</td></tr><tr><td>CHCECE033 Develop positive and respectful relationships with children</td><td>CHCECE042 Foster holistic early childhood learning, development and wellbeing</td></tr><tr><td>CHCECE034 Use an approved learning framework to guide practice</td><td>CHCECE043 Nurture creativity in children</td></tr><tr><td>CHCECE035 Support the holistic learning and development of children</td><td>CHCECE044 Facilitate compliance in a children's education and care service</td></tr><tr><td>CHCECE036 Provide experiences to support children's play and learning</td><td>CHCECE045 Foster positive and respectful interactions and behaviour in children</td></tr><tr><td>CHCECE037 Support children to connect with the natural environment</td><td>CHCECE046 Implement strategies for the inclusion of all children</td></tr><tr><td>CHCECE038 Observe children to inform practice</td><td>CHCECE047 Analyse information to inform children's learning</td></tr><tr><td>CHCECE039 Comply with family day care administration requirements</td><td>CHCECE048 Plan and implement children's education and care curriculum</td></tr><tr><td>CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures</td><td>CHCECE049 Embed environmental responsibility in service operations</td></tr><tr><td>CHCECE055 Meet legal and ethical obligations in children's education and care</td><td>CHCECE050 Work in partnership with children's families</td></tr><tr><td>CHCECE056 Work effectively in children's education and care</td><td>CHCECE053 Respond to grievances and complaints about the service</td></tr><tr><td>CHCDIV001 Work with diverse people</td><td>CHCDIV003 Manage and promote diversity</td></tr><tr><td>CHCPRP003 Reflect on and improve own professional practice</td><td>CHCINM002 Meet community information needs</td></tr><tr><td>CHCPRT001 Identify and respond to children and young people at risk</td><td>CHCPRP003 Reflect on and improve own professional practice</td></tr><tr><td>CHCPRT025 Identify and report children and young people at risk</td><td></td></tr><tr><td>HLTFSE001 Follow basic food safety practices</td><td></td></tr><tr><td>HLTWHS001 Participate in workplace health and safety</td><td></td></tr><tr><td>HLTWHS006 Manage personal stressors in the work environment</td><td></td></tr></table>			BSBWRT311 Write simple documents	BSBSTR501 Establish innovative work environments	CHCECE030 Support inclusion and diversity	BSBTWK502 Manage team effectiveness	CHCECE031 Support children's health, safety and wellbeing	BSBTWK503 Manage meetings	CHCECE032 Nurture babies and toddlers	CHCECE041 Maintain a safe and healthy environment for children	CHCECE033 Develop positive and respectful relationships with children	CHCECE042 Foster holistic early childhood learning, development and wellbeing	CHCECE034 Use an approved learning framework to guide practice	CHCECE043 Nurture creativity in children	CHCECE035 Support the holistic learning and development of children	CHCECE044 Facilitate compliance in a children's education and care service	CHCECE036 Provide experiences to support children's play and learning	CHCECE045 Foster positive and respectful interactions and behaviour in children	CHCECE037 Support children to connect with the natural environment	CHCECE046 Implement strategies for the inclusion of all children	CHCECE038 Observe children to inform practice	CHCECE047 Analyse information to inform children's learning	CHCECE039 Comply with family day care administration requirements	CHCECE048 Plan and implement children's education and care curriculum	CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	CHCECE049 Embed environmental responsibility in service operations	CHCECE055 Meet legal and ethical obligations in children's education and care	CHCECE050 Work in partnership with children's families	CHCECE056 Work effectively in children's education and care	CHCECE053 Respond to grievances and complaints about the service	CHCDIV001 Work with diverse people	CHCDIV003 Manage and promote diversity	CHCPRP003 Reflect on and improve own professional practice	CHCINM002 Meet community information needs	CHCPRT001 Identify and respond to children and young people at risk	CHCPRP003 Reflect on and improve own professional practice	CHCPRT025 Identify and report children and young people at risk		HLTFSE001 Follow basic food safety practices		HLTWHS001 Participate in workplace health and safety		HLTWHS006 Manage personal stressors in the work environment	
BSBWRT311 Write simple documents	BSBSTR501 Establish innovative work environments																																											
CHCECE030 Support inclusion and diversity	BSBTWK502 Manage team effectiveness																																											
CHCECE031 Support children's health, safety and wellbeing	BSBTWK503 Manage meetings																																											
CHCECE032 Nurture babies and toddlers	CHCECE041 Maintain a safe and healthy environment for children																																											
CHCECE033 Develop positive and respectful relationships with children	CHCECE042 Foster holistic early childhood learning, development and wellbeing																																											
CHCECE034 Use an approved learning framework to guide practice	CHCECE043 Nurture creativity in children																																											
CHCECE035 Support the holistic learning and development of children	CHCECE044 Facilitate compliance in a children's education and care service																																											
CHCECE036 Provide experiences to support children's play and learning	CHCECE045 Foster positive and respectful interactions and behaviour in children																																											
CHCECE037 Support children to connect with the natural environment	CHCECE046 Implement strategies for the inclusion of all children																																											
CHCECE038 Observe children to inform practice	CHCECE047 Analyse information to inform children's learning																																											
CHCECE039 Comply with family day care administration requirements	CHCECE048 Plan and implement children's education and care curriculum																																											
CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	CHCECE049 Embed environmental responsibility in service operations																																											
CHCECE055 Meet legal and ethical obligations in children's education and care	CHCECE050 Work in partnership with children's families																																											
CHCECE056 Work effectively in children's education and care	CHCECE053 Respond to grievances and complaints about the service																																											
CHCDIV001 Work with diverse people	CHCDIV003 Manage and promote diversity																																											
CHCPRP003 Reflect on and improve own professional practice	CHCINM002 Meet community information needs																																											
CHCPRT001 Identify and respond to children and young people at risk	CHCPRP003 Reflect on and improve own professional practice																																											
CHCPRT025 Identify and report children and young people at risk																																												
HLTFSE001 Follow basic food safety practices																																												
HLTWHS001 Participate in workplace health and safety																																												
HLTWHS006 Manage personal stressors in the work environment																																												
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.																																												

Third-Party Arrangement Information - Appendix 8

Company Name	Tillys Play and Development Pty Ltd		
Details	CEO: Donna MacIntyre		
Address	84 Paterson Road, Bolwarra NSW 2320		
Contact	Email: college@tillyschildcare.com.au Web: www.tillyschildcare.com.au		
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.		
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students with Tillys Play & Development and Tillys Play & Education centres only.		
Roles and Responsibilities	Under this arrangement, Tillys Play & Development Pty Ltd has the following student responsibilities: <ul style="list-style-type: none">• Ongoing support of student learning• Supporting implementation of ‘at risk’ student programs• Student observation assessments in a regulated children’s service		
Scope of Approved Third-party Arrangements	Under this arrangement, Tillys Play and Development Pty Ltd is approved to assess students via observation in the below listed units of competency:		
BSBWRT311 Write simple documents CHCECE030 Support inclusion and diversity CHCECE031 Support children’s health, safety and wellbeing CHCECE032 Nurture babies and toddlers CHCECE033 Develop positive and respectful relationships with children CHCECE034 Use an approved learning framework to guide practice CHCECE035 Support the holistic learning and development of children CHCECE036 Provide experiences to support children’s play and learning CHCECE037 Support children to connect with the natural environment CHCECE038 Observe children to inform practice CHCECE039 Comply with family day care administration requirements CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples’ cultures CHCECE055 Meet legal and ethical obligations in children’s education and care CHCECE056 Work effectively in children’s education and care CHCDIV001 Work with diverse people CHCPRP003 Reflect on and improve own professional practice CHCPRT001 Identify and respond to children and young people at risk CHCPRT025 Identify and report children and young people at risk HLTFSE001 Follow basic food safety practices HLTWHS001 Participate in workplace health and safety HLTWHS006 Manage personal stressors in the work environment		BSBSTR501 Establish innovative work environments BSBTWK502 Manage team effectiveness BSBTWK503 Manage meetings CHCECE041 Maintain a safe and healthy environment for children CHCECE042 Foster holistic early childhood learning, development and wellbeing CHCECE043 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 CHCECE053 Respond to grievances and complaints about the service CHCDIV003 Manage and promote diversity CHCINM002 Meet community information needs CHCPRP003 Reflect on and improve own professional practice	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.			

Third-Party Arrangement Information - Appendix 9

Company Name	Turtle & Co Pty Ltd	
Details	CEO: Andrew French	
Address	42 Langtry Avenue, Auburn NSW 2144	
Contact	Email: turtleandco21@gmail.com	
Purpose of Third-party arrangement	Ensures that students have access to timely study and assessment support.	
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees, Entitlement and Targeted Priority Students with Turtle & Co Pty Ltd only.	
Roles and Responsibilities	Under this arrangement, Turtle & Co Pty Ltd has the following student responsibilities: <ul style="list-style-type: none"> • Ongoing support of student learning • Supporting implementation of 'at risk' student programs • Student observation assessments in a regulated children's service 	
Scope of Approved Third-party Arrangements	Under this arrangement, Turtle & Co Pty Ltd is approved to assess students via observation in the below listed units of competency:	
BSBWRT311 Write simple documents CHCECE030 Support inclusion and diversity CHCECE031 Support children's health, safety and wellbeing CHCECE032 Nurture babies and toddlers CHCECE033 Develop positive and respectful relationships with children CHCECE034 Use an approved learning framework to guide practice CHCECE035 Support the holistic learning and development of children CHCECE036 Provide experiences to support children's play and learning CHCECE037 Support children to connect with the natural environment CHCECE038 Observe children to inform practice CHCECE039 Comply with family day care administration requirements CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures CHCECE055 Meet legal and ethical obligations in children's education and care CHCECE056 Work effectively in children's education and care CHCDIV001 Work with diverse people CHCPRP003 Reflect on and improve own professional practice CHCPRT001 Identify and respond to children and young people at risk CHCPRT025 Identify and report children and young people at risk HLTFSE001 Follow basic food safety practices HLTWHS001 Participate in workplace health and safety HLTWHS006 Manage personal stressors in the work environment	BSBSTR501 Establish innovative work environments BSBTWK502 Manage team effectiveness BSBTWK503 Manage meetings CHCECE041 Maintain a safe and healthy environment for children CHCECE042 Foster holistic early childhood learning, development and wellbeing CHCECE043 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 CHCECE053 Respond to grievances and complaints about the service CHCDIV003 Manage and promote diversity CHCINM002 Meet community information needs CHCPRP003 Reflect on and improve own professional practice	
These units form part of the following training packages: CHC30121 Certificate III in Early Childhood Education and Care, CHC30125 Certificate III in Early Childhood Education and Care, CHC50121 Diploma of Early Childhood Education and Care., CHC50125 Diploma of Early Childhood Education and Care.		

Third-Party Arrangement Information - Appendix 10

Company Name	Business Wise First Aid Training
Details	RTO ID 45193 Managing Director: Greg Blume
Address	12 Daintree Close, Cardiff Heights NSW 2285
Contact	Email: admin@bwfat.com.au Web: www.bwfat.com.au
Purpose of Third-party arrangement:	Ensures that the First Aid component of the course, HLTAID012 Provide first aid in an education and care setting , is delivered and assessed by industry experts.
Who will be affected by this arrangement:	ICCC Trainees, School Based Trainees and Entitlement students who attend first aid training delivered by Business Wise First Aid Training.
Roles and Responsibilities	Under this arrangement, Business Wise First Aid Training has the following student responsibilities: <ul style="list-style-type: none"> • Providing enrolled students access to regular training and assessment sessions • Support student learning • Provide a notice of completion to ICCC for students who successfully complete the training and assessment requirements for the identified unit of competency
Scope of Approved Third-party Arrangements	Under this arrangement, Business Wise First Aid Training is approved to deliver training and assessment to students in: HLTAID012 Provide first aid in an education and care setting

Third-Party Arrangement Information - Appendix 11

Company Name	Corporate Training Solutions
Details	RTO ID 4256 Managing Director: Barry O'Regan
Address	5 Woollsia Court, Voyager Point, NSW 2172
Contact	Web: www.corporatetrainingsolutions.com.au
Purpose of Third-party arrangement	Ensures that the First Aid component of the course, HLTAID012 Provide first aid in an education and care setting , is delivered and assessed by industry experts.
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees and Entitlement students who attend first aid training delivered by Corporate Training Solutions.
Roles and Responsibilities	Under this arrangement, Corporate Training Solutions has the following student responsibilities: <ul style="list-style-type: none"> • Providing enrolled students access to regular training and assessment sessions • Support student learning • Provide a notice of completion to ICCC for students who successfully complete the training and assessment requirements for the identified unit of competency
Scope of Approved Third-party Arrangements	Under this arrangement, Corporate Training Solutions is approved to deliver training and assessment to students in: HLTAID012 Provide first aid in an education and care setting

Third-Party Arrangement Information - Appendix 12	
Company Name	Surf Life Saving NSW
Details	RTO ID 90394 Managing Director: Holly Chave
Address	3 Narabang Way Belrose NSW 2085
Contact	Email: mpacey@surflifesaving.com.au Web: www.surflifesaving.com.au
Purpose of Third-party arrangement	Ensures that the First Aid component of the course, HLTAID012 Provide first aid in an education and care setting , is delivered and assessed by industry experts.
Who will be affected by this arrangement?	ICCC Trainees, School Based Trainees and Entitlement students who attend first aid training delivered by Surf Live Saving NSW.
Roles and Responsibilities	Under this arrangement, Surf Life Saving NSW has the following student responsibilities: <ul style="list-style-type: none"> • Providing enrolled students access to regular training and assessment sessions • Support student learning • Provide a notice of completion to ICCC for students who successfully complete the training and assessment requirements for the identified unit of competency
Scope of Approved Third-party Arrangements	Under this arrangement, Surf Life Saving NSW is approved to deliver training and assessment to students in: HLTAID012 Provide first aid in an education and care setting

