



RTO ID 152095 NTIS 90013
 Phone: 02 6684 3374
 Fax: 02 6684 3115
www.byroncollege.org.au

Diploma of Children's Services (CHC50908)



The Diploma in Children's Services CHC50908 (early childhood education and care) is the national qualification for child care workers who want to train to be a Team Coordinator or Leader, a Child Development Worker or Children's Services Director.

An ideal course for people wishing to advance their career in the Children's Services sector.



Course Information



Entry Requirements	Certificate III in Children's Services CHC30708 or equivalent and a competent level of literacy and numeracy including a commitment to work with children.
Course Length, Dates & Hours	35 weeks; Thursday's and Fridays, 23rd February to 30th November (no classes during NSW school holidays), 9am - 4 pm.
Enrolment and Fees	<p>This course is Austudy Approved.</p> <p>Enrolment is confirmed on payment of a deposit against the course fee.</p> <ul style="list-style-type: none"> • Full fee \$ 3,500 • Early Bird \$ 2,800 (local residents only) <p>Northern Rivers residents can apply for a concession rate. Course fee does not include text book costs.</p>
Required Units of Study	The Diploma in Children's Services requires you to complete 18 units, 13 of which are compulsory and 5 electives. See below for a list of units.
About Course Fees	Course fees are fully inclusive of: Course administration; and tuition. Note the course fee does not include text book costs.
Paying course fees	<p>Course fees must be paid in the following way.</p> <ul style="list-style-type: none"> • First payment: \$500 at enrolment. • Second payment: 1/3 of total course fees and must be made two weeks after the course start date. • Final payment is the remainder of course fees and is required to be

Minimum enrolment numbers need to be achieved before this course will go ahead

	<p>paid half way through the course.</p> <p>Please note that students will be asked to leave the course if fees are not paid on time and Certificates will not be issued unless full payment has been received.</p>
Guarantee of Course Completion	<p>Byron Region Community College will only commence a course when the minimum number of students required for the course to be financially viable for the College has been met. Once the course has started the College guarantees to complete the course within the period advertised. Should the course need to be cancelled due to poor enrolments, the College will reimburse all students the fees already paid to the college. If the course teacher is unable to complete teaching the course, as per their contract with the College, the College will arrange for an alternative teacher or make reasonable arrangements to assist all enrolled students complete their studies.</p>
Refund Policy	<p>The College will refund all course fees paid if the course fails to achieve the minimum number of enrolments required and does not go ahead. If you decide to withdraw from the course your course fees will be fully refunded as long as you withdraw one week prior to the course commencement date. If you withdraw after one week prior to commencement of the course or once the course has started you will need to apply to the Operations Manager for a refund as the college has a NO REFUNDS POLICY ONCE A COURSE HAS STARTED OR UNDER ONE WEEK PRIOR TO COMMENCEMENT DATE OF A CERTIFICATE COURSE.</p>
Issuing Certificates	<p>If you complete the course successfully you will receive your Certificate, by post, to the address you provided at enrolment. Certificates will be posted within one month of the course finishing. If you misplace your certificate and need a replacement certificate you will need to pay an administration fee of \$30.</p>
Student Support Services	<p>The Byron Region Community College has Student Support Officer who can assist you with literacy or other issues affecting your study.</p>
Recognition of Prior Learning	<p>You can apply for recognition of your prior learning and work experience. To do this contact the Student Support Officer or speak to the tutor once you start the course.</p>
Appeals and Complaints Procedures	<p>You have the right to appeal an assessment decision made by a tutor. Full information about how to appeal an assessment decision will be covered in the course Orientation (first class). The Byron Region Community College listens to students' complaints and has a client friendly appeals and complaints procedure detailed in the Student Handbook.</p>
Assessment Requirements	<p>Students need to complete tasks set by the tutor. Assessments are designed to allow the student to exhibit competence in the course material and will be based on classroom activities, home assignments and project work.</p>

Minimum enrolment numbers need to be achieved before this course will go ahead

	Information about assessment requirements will be given out in the first class and explained clearly by the teacher. You can appeal an assessment outcome
--	---

Units of Study Required for this Qualification

Compulsory Units	
<i>Unit Code</i>	<i>Unit Title</i>
CHCCN511A	Establish and maintain a safe and healthy environment for children
CHCFC502A	Foster physical development in early childhood
CHCFC503A	Foster social development in early childhood
CHCFC504A	Support emotional and psychological development in early childhood
CHCFC505A	Foster cognitive development in early childhood
CHCFC506A	Foster children's language and communication development
CHCIC501A	Manage children's services workplace practice to address regulations and quality assurance
CHCIC510A	Establish and implement plans for developing cooperative behaviour
CHCIC512A	Plan and implement inclusion of children with additional needs
CHCPR502D	Organise experiences to facilitate and enhance children's development
CHCPR509A	Gather, interpret and use information about children
CHCPR510A	Design, implement and evaluate programs and care routines for children
CHCRF511A	Work in partnership with families to provide appropriate care for children.
Elective Units	
<i>Unit Code</i>	<i>Unit Title</i>
HLTHIR403B	Work effectively with culturally diverse clients and co-workers
CHCCN520C	Advocate for the rights and needs of children and young people
CHCPR515A	Develop and implement a program to support sustainable practice
CHCORG428A	Reflect on and improve own professional practice
BSBMGT401A	Show leadership in the workplace

For further information about this course call the College Office on 66843374.

Byron Region Community College

NTIS: 90013

RTO ID: 152095

Phone: 02 6684 3374

Fax: 02 6684 3115

www.byroncollege.org.au

Minimum enrolment numbers need to be achieved before this course will go ahead