

Diploma of Early Childhood Education and Care - CHC50113



The [Diploma of Early Childhood Education and Care](#) is for those who are interested in working in the early childhood services sector, or who are already working in the field and are responsible for planning, implementing and managing programs in early childhood services. At this level, workers have responsibility for the supervision of staff and volunteers.

Course Information

Intake: VET Mar Intake
Start date: 1st March 2021
Location: Croydon Campus
Duration: 18 months full-time

Course Structure:

The Diploma of Early Childhood Education and Care requires twenty eight (28) units to complete. This course is made up of twenty three (23) core units and five (5) electives.

How to use your Course Planner

Refer to the below guide to help you work out the correct units to enrol into for each Teaching Period. The units in your planner are colour-coded to assist with mapping out your studies over the duration of your course

| |
|---|
| Core Units |
| A set of compulsory units you MUST complete as part of your Course. |
| Elective Units |
| A structured set of 5 units specific to your Course. |
| Clusters |
| A sub-structured set of 2 or more units delivered together specific to your Course. |

To ensure a **successful** enrolment experience follow the steps below. If you cannot see units on the **My Enrolment Tab** ensure you have accepted your offer on the **Offer Tab** and the **Terms and Conditions** on the **My Enrolment Tab**

Step 1 Pre-Enrolment:

To view timetable options for your course select the **'Group Registration'** button on the right side of the screen

| |
|--|
| P Course Code - Course Title |
| Admitted 2020, VET Mar Intake, Wantirna, Classroom based |
| Group Registration |

Step 2 Select **'View Timetable'** to select your timetable option

Step 3 To select your timetable option and register into classes select **'Choose'** on the right side of the screen

| | |
|--|---------------|
| CourseCode_0001 - Cert XX Course Code Name-Grp1 | Choose |
| View Timetable ;; *Please note that timetables are subject to change | |
| CourseCode_0002 - Cert XX Course Code Name-Grp2 | Choose |
| View Timetable ;; *Please note that timetables are subject to change | |

Step 4 Select **'Register in selected Group'**

Register in selected Group(s)

Step 5 Complete enrolment into units:

Select year, All Study Periods and All Location. See below for an example. You must **enrol in every unit** on your study plan

Enrol in units for 2021 All Study Periods Select Search

Enrolling into Clusters:

1. Select the Cluster by ticking the top box on the far right hand side of the Cluster

| | | |
|--------------------------|---|---|
| <input type="checkbox"/> | CL-ITESSEN001 - IT Essentials 1 Cluster | Planned 2017, VE Block 10, Hawthorn, Classroom based This is the only remaining availability for this unit this year. |
|--------------------------|---|---|

2. The units will automatically tick and the Cluster and the units will become green

| | | |
|-------------------------------------|---|---|
| <input checked="" type="checkbox"/> | CL-ITESSEN001 - IT Essentials 1 Cluster | Planned 2017, VE Block 10, Hawthorn, Classroom based This is the only remaining availability for this unit this year. |
| More details | | |
| <input checked="" type="checkbox"/> | E ICTSAS426 - Locate and troubleshoot ICT equipment, system and software faults | Planned 2017, VE Block 10, Hawthorn, Classroom based This is the only remaining availability for this unit this year. |
| More details | | |
| <input checked="" type="checkbox"/> | C BSBWHS304 - Participate effectively in WHS communication and consultation processes | Planned 2017, VE Block 10, Hawthorn, Classroom based This is the only remaining availability for this unit this year. |

3. Click the Enrol button

Enrol

4. Click the Confirm Enrolment Button

Confirm Enrolment

5. Click the View Enrolment Button

View Enrolment

6. Repeat Steps 1-5 for all ten (10) clusters delivered in this course

| Unit Code | Unit Title | Start Date | End Date | Teaching Period |
|-------------------------------|---|------------|-----------|-----------------|
| CL-CULDIV001 | Culture & Diversity Cluster | 1/03/2021 | 1/08/2021 | VE Block 6 |
| Units included in the Cluster | CHCDIV002 - Promote Aboriginal and/or Torres Strait Islander cultural safety CHCECE001 - Develop cultural competence | | | |
| CL-DEVDOC002 | Development and Documentation 2 CHC50113 Cluster | 1/03/2021 | 1/08/2021 | VE Block 6 |
| Units included in the Cluster | CHCECE007 - Develop positive and respectful relationships with children CHCECE010 - Support the holistic development of children in early childhood CHCECE013 - Use information about children to inform practice | | | |
| CL-EYLFPPLAY002 | EYLF Play 2 CHC50113 Cluster | 1/03/2021 | 1/08/2021 | VE Block 6 |
| Units included in the Cluster | CHCECE009 - Use an approved learning framework to guide practice CHCECE018 - Nurture creativity in children CHCECE011 - Provide experiences to support children's play and learning | | | |

Units are subject to change and may not be timetabled every Teaching Period

| Stage 1, 2021 - All five (5) clusters and three (3) core units in the Stage 1 Unit Group must be completed in your first stage of study. | | | | | |
|--|--|------------|------------|-----------------|--------------|
| Unit Code | Unit Title | Start Date | End Date | Teaching Period | |
| CL-HLTSAF001 | Health and Safety 1 Cluster | 1/03/2021 | 1/08/2021 | VE Block 6 | |
| Units included in the Cluster | CHCECE002 - Ensure the health and safety of children | | | | |
| | CHCECE004 - Promote and provide healthy food and drinks | | | | |
| CL-NURCRE002 | Nurture and Care 2 CHC50113 Cluster | 1/03/2021 | 1/08/2021 | VE Block 6 | |
| Units included in the Cluster | CHCECE003 - Provide care for children | | | | |
| | CHCECE005 - Provide care for babies and toddlers | | | | |
| | CHCECE026 - Work in partnership with families to provide appropriate education and care for children | | | | |
| CHCLEG001 | Work legally and ethically | 10/05/2021 | 1/08/2021 | VE Block 6 | |
| CHCPRT001 | Identify and respond to children and young people at risk | 10/05/2021 | 1/08/2021 | VE Block 6 | |
| HLTAID004 | Provide an emergency first aid response in an education and care setting | Grp 1 Only | 7/06/2021 | 4/07/2021 | VE Jun Block |
| | | Grp 2 Only | 31/05/2021 | 4/07/2021 | VE Jun Block |

| Stage 2, 2021 - All four (4) clusters and one (1) core units in the Stage 2 Unit Group must be completed in your second stage of study. | | | | |
|---|---|------------|------------|--------------------|
| Unit Code | Unit Title | Start Date | End Date | Teaching Period |
| CL-INCLPRAC001 | Inclusive Practice 1 Cluster | 9/08/2021 | 19/12/2021 | VE Term 4 |
| Units included in the Cluster | CHCECE020 - Establish and implement plans for developing cooperative behaviour | | | |
| | CHCECE021 - Implement strategies for the inclusion of all children | | | |
| CL-INDPLAN001 | Individual Planning 1 Cluster | 9/08/2021 | 19/12/2021 | VE Term 4 |
| Units included in the Cluster | CHCECE022 - Promote children's agency | | | |
| | CHCECE023 - Analyse information to inform learning | | | |
| CL-WRKSFE001 | Workplace Safety 1 Cluster | 9/08/2021 | 19/12/2021 | VE Term 4 |
| Units included in the Cluster | CHCECE016 - Establish and maintain a safe and healthy environment for children | | | |
| | HLTWS003 - Maintain work health and safety | | | |
| CL-CURRIC001 | Curriculum 1 Cluster | 9/08/2021 | 26/06/2022 | VE Year Long (Mid) |
| Units included in the Cluster | CHCECE024 - Design and implement the curriculum to foster children's learning and development | | | |
| | CHCECE025 - Embed sustainable practices in service operations | | | |
| CHCECE017 | Foster the holistic development and wellbeing of the child in early childhood | 9/08/2021 | 26/06/2022 | VE Year Long (Mid) |

| Stage 3, 2022 - One (1) clusters and one (1) core units in the Stage 3 Unit Group must be completed in your third stage of study. | | | | |
|---|--|--|----------|-----------------|
| Unit Code | Unit Title | Start Date | End Date | Teaching Period |
| CL-PROFLEAD001 | Professional & Leadership Cluster | Cluster will be delivered in Stage 3 of your course in Semester 1, 2022. | | |
| Units included in the Cluster | CHCPRP003 - Reflect on and improve own professional practice | | | |
| | CHCMGT003 - Lead the work team | | | |
| CHCECE019 | Facilitate compliance in an education and care service | Core unit will be delivered in Stage 3 of your course in Semester 1, 2022. | | |

Useful Information

Practical placement

Students must successfully complete 360 hours of practical placement split up over the 3 stages (120 hours per stage).

How do I enrol into units online?

For help on how to enrol in units on your Study Plan, please refer to our [online help guide](#).

When do my classes start?

Classes for units will commence in the week of 1st March 2021.

Can I study a unit not listed in this guide?

If you would like to speak with someone about selecting alternative units, please contact [studentHQ](#) to make an appointment with a Enrolment Advisor.

How do I get recognition for my existing qualifications or experience?

Learn more about [Advanced Standing \(Academic Credit\)](#).

How will I be assessed?

You will be given a unit outline for each unit via our online learning system (Canvas). Each unit outline explains what you will learn and how you will be assessed. Assessment methods may include: portfolios, reports, case studies, practical tasks, presentations and group work.

Do I need any special equipment?

Students are required to purchase a Swinburne Early Childhood polo top to wear when on placement.

Useful Information

What happens if I stop studying before I complete my course?

If you do not intend to continue with your course, you must submit a [Withdrawal from Course application](#). If you stop studying before completing the course requirements, you can request to be issued with a [Statement of Attainment](#) that lists the units you have successfully completed.

Where can I find more information about being a Swinburne student?

Our [Current Students webpage](#) contains information about managing your course, financials, results, graduations, student support, student services, life on campus and additional learning opportunities

Where can I find more information about course costs/fees?

Our [Fees website](#) contains information on course fees, including a handy fees calculator, the types of Government assistance available, details on how to make a payment, payment due dates and more.

Pathways to future study

Pathways allow you to progress from one qualification to another where the first course is recognised as an entry requirement and/or provides advanced standing. You can take advantage of pathway arrangements from one Swinburne course to another or benefit from study completed at another institution. Pathway options may be subject to academic performance. Learn more about [pathways](#).

What if I have any other questions?

For further assistance please contact [studentHQ](#).