



CHC50302 – Diploma of Children’s Services

What career options do I have?

Graduates of the diploma program may seek employment in roles such as group leader in a child care centre, coordinator of outside school hours care, coordinator of family day care, director of a limited hours child care centre, under 32 places.

What will I learn?

The diploma program includes a range of skills relevant to workers in children's services such as developing and evaluating service programs and supervising staff and volunteers.

What qualification will I receive?

A Diploma of Children's Services on successful completion or a Result of Assessment for competencies achieved.

Where will I train?

Mount Isa and via external (remote) delivery.

How long will the training take?

The duration of study will depend on the stream/pathway selected, your method of study and the number of competencies that you undertake at a time. Two years if studying full time.

How will the training take place?

Depending on your circumstances the following training methods are available, part-time, flexible day and evening classes, some video conferencing, centre visits and telephone tutorials.

What assessment methods will be used?

Student’s knowledge, skills and understanding will be assessed through classroom participation, on-the-job practicum’s, written reports and assignments, observations, resource portfolios and oral reports. Assessment tools may be modified to ensure successful outcomes for all students from all backgrounds.

Is there anything I need to bring?

An A4 folder for study and learning materials, Pens, pencils, eraser & a large A4 folder for your portfolio. Please refer to your study guide for any optional resources that may be required.

Am I eligible?

There are prerequisite units from the Certificate III level that need to be completed prior to commencement of diploma competencies. Prior to enrolment consider contacting the Client Information Centre to discuss your personal preferences for training outcomes. Your call will assist in matching your preferences to entry and exit points in a qualification. Consideration will be given to your academic and/or work histories.

Is what I already know taken into account?

Yes. Your history of study, skills and experience does matter. Consideration is given to your life and work experiences as well as formal and informal training. This may be applied using the national standard for Mutual Recognition or through Recognition of Prior learning (RPL). Documentary evidence will be requested.

When can I start? /How do I apply?

Contact the Client Information Centre for the latest course commencement dates and enrolment details. You will need to arrange an enrolment interview with one of Children’s Services teachers

Can I go onto further training?

Successful completion of the Diploma of Children's Services may allow you to undertake further study in an Advanced Diploma in Children's Services. You may also gain units of credit towards an Early Childhood Education Degree at selected universities.

What else might I find useful?

Financial assistance with fees may be available through concessions, or via ‘Time to Pay’ payment plan. This and other information such as Student Support, Study and Library Assistance, Student Responsibilities, is found in the Mount Isa Institute of TAFE Student Guide/ Handbook.

As a student, you are able to receive extra help with your study and learning skills from learning support staff. If you feel you need this type of support at any time during your study please do not hesitate to ask, and arrangements can be made.

Where can I find more information?

Contact our friendly Client Information Centre staff on 4744 9999.

What is the program structure?

To gain this qualification, 20 units of competency are to be achieved. 13 core units must be completed, plus 7 electives.

Core units

CHCCHILD2C	Support the rights and safety of children within duty of care requirements
CHCCN11C	Establish, manage and monitor the implementation of a safe and healthy environment
CHCCN8B	Plan care routines
CHCFC2C	Foster and enhance children's development
CHCFC3C	Foster and enhance children's social, emotional and psychological development
CHCFC5C	Foster and enhance children's cognitive and language development
CHCIC10C	Establish and implement plans for developing responsible behaviour
CHCIC12C	Plan for the inclusion of children with additional needs
CHCOHS501A	Manage workplace OHS management system
CHCPR10C	Design, implement and evaluate programs of the service
CHCPR2C	Arrange/organise experiences which facilitate and enhance children's development
CHCPR9C	Document, interpret and use information about children
CHCRF11B	Work in partnership with families in caring for children.

Elective Units

CHCCS405A	Work effectively with culturally diverse clients and co-workers
CHCI11B	Implement and promote inclusive policies & practices
CHCCN20B	Advocate for the rights and needs of children and young people.
CHCFC6C	Provide experiences which facilitate children's expressive development.
CHCFC7C	Use music as a medium to enhance children's experience and development.
CHCFC8A	Provide experiences which enhance children's development and learning
CHCFC10C	Enhance the emotional and psychological development of children
CHCPOL4A	Develop and implement policy
CHCORG20B	Promote and represent the service
CHCCN3C	Prepare nutritionally balanced food in a safe and hygienic

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