

Work Placement Entry Requirements

(Early Childhood Education and Care)

The College may assist students in securing work placement, required for both the Certificate III in Early Childhood Education and Care (CHC30125) and the Diploma of Early Childhood Education and Care (CHC50125). Work placement may be completed as either paid or voluntary work, with hours negotiated directly between the student and the service provider.

The service provider must be an Australian Children's Education & Care Quality Authority (ACECQA) approved childcare or early learning centre. During work placement, students are visited by trainers who observe and assess student's practical performance as part of the formal assessment competence.

Mandatory Entry Requirements

Prior to commencing work placement, students must complete and provide evidence of the following requirements:

- **Working with Children Check (WWCC):** Student must apply for and hold a valid WWCC in their specific state. For students under 18, the parent or legal guardian must sign the college Work Placement Consent Form.
- **Geccko National Child Safety Training:** Mandatory National Child Safety Training for individuals working or volunteering in a childhood service. Students are required to complete this prior commencing work placement or within 14 days of commencing employment. From July 2026 an advance training module will be available.
- **Protecting Children Training (Only for students in Victoria):** Mandatory training designed to support education workforces with their capacity to respond effectively to children whose safety, health or wellbeing may be at risk. Students in Victoria must complete this prior commencing the placement.
- **MOU and Work Placement Agreements:** Students are required to complete and provide to the college the MOU Agreement and Work Placement Agreement signed by the centre before commencement placement.

Additional Recommended Requirements

Depending on the requirements and discretion of each centre, students may also be requested to provide the following documentation prior to commencing work placement:

- **Completion of CHCPRT025 – Identify and Report Children and Young People at Risk:** This unit is delivered as part of the Certificate III in Early Childhood Education and Care (CHC30125) qualification. Centres may require students to complete this unit prior to commencing work placement.
- **First Aid Certificate:** Many service centres require students to have current and valid First Aid Certificate before beginning placement with additional units:
 - HLTAID009 - Provide cardiopulmonary resuscitation
 - HLTAID010 - Provide basic emergency life support
 - HLTAID011 - Provide First Aid

The HLTAID012 unit is included in the Certificate III qualification.

- **Police Check:** Centres may request students to provide a current National or State Police Check as part of their internal requirements.
- **Vaccination Records:** Many centres may request evidence of Influenza, COVID-19 and other vaccinations prior to work placement commencement.