



Realtime Education & Training Services (TOID: 41036)

CHC40213 Certificate IV in Education Support

****Government Funding is Available for Eligible Individuals**

Course Objectives

Certificate IV in Education Support reflects the role of workers in a range of education settings, including public and independent schools and community education settings, who provide assistance and support to teachers and students under broad-based supervision. Some job roles may require tasks to be performed with a moderate level of autonomy and/or the provision of supervision/leadership to other staff/volunteers.

Course Delivery

Qualification will be delivered for 52 weeks. Face to face delivery will take place once a week (6 hours a day). Students will generally need to spend 12 hours per week on self-studies, completing assessment and undertaking workplace activities.

There is a mandatory requirement for students to complete a minimum of 100 hours of work placement. Students will be assisted by the RTO representative to find suitable work placement opportunities in available establishments.

Entry requirement

There are no specified entry requirements for this qualification. However, learners need to possess the required language, Literacy and Numeracy skills, which are essential to successfully complete this qualification. Realtime Education and Training Services require learners to be 18 + years and demonstrate the following ACSF Levels.

Learning (ACSF Level 3), reading (ACSF Level 3), writing (ACSF Level 3), oral communication (ACSF Level 3) and numeracy (ACSF Level 2) are desirable to participate in the course.

Applicants will be required to complete an ACFS language, literacy and numeracy (LLN) assessment.

Work Placement

Learners must complete minimum total of 100 hours (placement) under supervision in a Education sector. Students may be required to do more hours in order to demonstrate competency.

Course Structure

To be awarded the qualification of CHC40213 Certificate IV in Education Support, learners must successfully complete a total of Seventeen (17) units of competency, consisting of:

- Twelve (12) Core Units, and;
- Five (5) Elective Units,

All electives chosen must contribute to a valid, industry-supported vocational outcome.

Assessment Method

Methods of assessment may include

- Written assessment tasks
- Scenarios
- Workplace Activities
- Class Activities
- Workplace Observation
- Third party Report

Study Requirements

The learner is required to achieve competency in Seventeen (17) units in order to complete the course and be awarded this qualification.

Recognition of Prior Learning (RPL)

In some cases, prior learning and experience can be used as evidence of your current skills and abilities. Information about how to apply can be sourced by contacting our office on (03) 8714 1222.

Credit transfer

Credit transfer applies to situations where learners have completed units at another provider identical to those in which they plan to enrol. Credit will be granted in accordance with the Credit Transfer procedure. To apply for credit transfer please complete the credit transfer application form available from head office and attach copies of verified documents to support the application. A reduction in tuition fees will be applied if Credit Transfer is granted.

Fee

Full Fee:

*Tuition Fee: \$2,500

Government Funding

**Tuition Fee: \$0

** The student tuition fees as published are subject to change given individual circumstances at enrolment*

***Government Funding is available for Eligible individuals. This training is delivered with Victorian and Commonwealth government funding. Please contact (03) 87141222 for more information.*

Please refer to student handbook for more information regarding refund policy and complaints and appeal policy.

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Address: 5/41-45 Railway Av, Werribee VIC 3030

Phone: (03) 87 141 222

Email: info@realtime.edu.au



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Reasonable Adjustment & Support Services

Realtime Education & Training Services has policies that include reasonable adjustment and access and equity principles. Reasonable adjustment will be provided for participants with special learning needs (such as a disability or learning difficulty) according to the nature of the learning need. Evidence collection can be adjusted to suit individual learner needs if required and will be endorsed by the Children Services Coordinator and learner.

Reasonable adjustments may include the use of adaptive technology, educational support, and alternative methods of assessment such as oral assessment.

Our experienced trainers can provide individualised support during class time, via email, telephone or face-to-face appointments.

Core units

CHCDIV001	Work with diverse people
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCECE006	Support behaviour of children and young people
CHCEDS001	Comply with legislative, policy and industrial requirements in the educa-
CHCEDS021	Assist in facilitation of student learning
CHCEDS022	Work with students in need of additional support
CHCEDS024	Use educational strategies to support Aboriginal and/or Torres Strait
CHCEDS025	Facilitate learning for students with disabilities
CHCEDS032	Support learning and implementation of responsible behaviour
CHCPRP003	Reflect on and improve own professional practice
CHCPR001	Identify and respond to children and young people at risk
HLTWHS001	Participate in work health and safety

Elective units

CHCEDS004	Contribute to organisation and management of classroom or centre
CHCEDS017	Contribute to the health and safety of students
CHCLLN001	Respond to client language, literacy and numeracy needs
CHCPRP001	Develop and maintain networks and collaborative partnerships
HLTAID003	Provide first aid



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