



NATIONALLY
RECOGNISED
TRAINING



Course Details

This qualification reflects the role of workers who assist teachers and support student learning in a range of classroom settings. They complete general administrative as well as operational tasks to support students with learning under the guidance of a teacher or other educational professional. Work requires use of discretion and judgement within the boundaries of established policies and procedures.

Education support workers work mainly with students in classroom settings in primary or secondary schools, as defined by State/Territory legislation. To achieve this qualification, the individual must have completed a total of least 100 hours of work in a classroom environment catering to primary or secondary school students, within at least one school in Australia as detailed in the Assessment Requirements of units of competency. The total number of hours may be applied collectively across all units of competency that include the requirement for workplace hours. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication. Education setting - Classroom settings in primary or secondary schools, as defined by State/Territory legislation

Student Selection

Persons with the language, literacy & numeracy skills to fulfil their job role & complete course AND students must meet industry vaccination mandates

Job Roles

Teacher-aide

Course Pathways

Certificate IV in Education Support

Mackay North State High School delivers the Certificate III in School Based Education Support in partnership with and under the direct guidance of Cairns Training Academy.

Student Selection	Persons with the language, literacy and numeracy skills to fulfil their job role
Student Intake	Students MUST enrol in the course they are accessing and remain
Delivery Mode	On-line as per school timetable
Course Duration	As per individual school VET timetable during years 10 to 12

Fees

Details of fees are supplied in the course pre-enrolment induction and in the information brochure for each course and are discussed prior to enrolment. Please consult with the course adviser at your school for further information.

Students must pay their fees as requested by their school usually on a term by term basis to ensure enrolment remains open and current. This includes:

- Students pay as they go across a maximum of seven terms.
- Students MUST enrol in the course they are accessing and remain financial throughout their enrolment.
- All fees must be paid before students gain their qualification and /or other results.
- All fees must be paid before student data is submitted into the AVETMISS database.

Funded Training - CTA abides by State and Commonwealth Government contractual requirements relating to any student fee contribution and or full or partial exemption of fees for funded courses and any other conditions relating to funding including any fees paid in advance if this should occur in relevance to VETIS.

Refund Policy - CTA strives at all times to be fair and equitable to students. Our policy does not provide for refunds once a school notifies CTA of your enrolment intentions. This is due to the course already being heavily discounted through the partnership arrangement with your school. However, you can cancel your enrolment at any time however your term fees that have already been paid will not be refunded. Be assured though you do not have to pay any further fees to CTA upon CTA being in receipt of your student cancellation form.

Circumstances where a refund is automatic

- CTA enrolls students and accepts their fees, then cancels the course.

Additional Fee Charges:

- School students who are still enrolled after graduating from school will revert to normal course fee status.
- Credit transfer from other RTO providers (First Aid exempted) will incur a \$10 fee.
- Reissuing of results and qualifications will incur a \$55.00 fee

Resources

Online delivery - Learning and assessment resources are available online 24/7.

Outcome

On successful completion of all units within this qualification, participants:

- May receive a Certificate III in Education School-based Support (dependent on success of competency)
- May be awarded up to 8 QCE points
- Can seek employment as a teacher-aide
- May benefit from enhanced tertiary options as the certificate could contribute to ATAR

Industrial Placement

Students enrolling in this program will be required to complete a minimum of 100 hours of Industry Placement.

How is the Course Delivered & Assessed?

Teachers (School-based trainer/assessors) will deliver the training and assess competence under the guidance of the RTO; Cairns Training Academy. Students will access learning resources on-line to gain the underpinning knowledge in addition to learning and demonstrating the practical skills in a classroom within a school. Teachers will determine competence against each unit by following CTA guidelines which includes gathering evidence that demonstrates the student is competent in both the underpinning knowledge and the practical skills.

Credit Transfer (CT)

If you have completed past studies in areas related to the qualification you plan to enrol in you may be eligible for credit transfer. You will need to provide a Statement of Attainment matching the unit(s) of competency you are seeking credit for.

Units (10 Core units plus 5 Elective units)

Unit Code	Unit Title	
CHCDIV001	Work with diverse people	Core
CHCEDS033	Meet legal and ethical obligations in an education support environment	Core
CHCEDS034	Contribute to the planning and implementation of educational programs	Core
CHCEDS035	Contribute to student education in all developmental domains	Core
CHCEDS036	Support the development of literacy and oral language skills	Core
CHCEDS037	Support the development of numeracy skills	Core
CHCEDS060	Work effectively with students and colleagues	Core
CHCEDS059	Contribute to the health, safety and wellbeing of students	Core
CHCEDS057	Support students with additional needs in the classroom environment	Core
CHCEDS061	Support responsible student behaviour	Core
HLTAID0011	Provide First Aid	Elective
CHCPRT001	Identify and respond to children and young people at risk	Elective
HLTWHS001	Participate in workplace health and safety	Elective
CHCEDS048	Work with students in need of additional learning support	Elective
CHCEDS041	Set up and sustain learning areas	Elective