

## Who Is CTAS Education?

CTAS Education is a Western Australian based Registered Training Organisation that specialises in workplace training and assessment of nationally recognised child care qualifications. We also provide professional development and customised training programs for the childcare industry.

**Our vision is to empower educators and raise the standard of education and care by sharing our knowledge, skills and experiences through high quality, personalised training.**

## Our Philosophy

At CTAS Education, we are all passionate and committed early childhood professionals, who understand what it is like to work within the industry. We are training to give back our knowledge and experience to others who can use it. We are aware that early childhood education is a “hands on” profession and we have ensured our training focuses on this and not paperwork. We believe that it is more beneficial to endeavour to teach students skills and knowledge, rather than “ticking and flicking”, so that we create great early childhood educators who have the skills and knowledge to give children the care they deserve.

Every student is important and an individual in our eyes, and therefore is treated that way. All staff, at all levels, are approachable and can be contacted at any time to discuss any issues or questions you may have.

## What we offer

- Nationally recognised childcare qualifications, including: Certificate III, Certificate IV and Diploma
- Professional Development Training
- Customised Training Programs
- Childcare Consultation and Support Service



CTAS Education

Phone: (08) 9350 9222 Email: [admin@ctas.wa.edu.au](mailto:admin@ctas.wa.edu.au) Address: PO Box 353, Cannington, WA 6987  
National Provider Code 51849 ABN 54 127 621 167

## Course Payments

The indicative course fees are as follows:

CHC30113 Certificate III in Early Childhood Education and Care - \$1,263.00 (annual cap applies)

CHC40113 Certificate IV in School Age Education and Care - \$1,312.20 (annual cap applies)

CHC50113 Diploma of Early Childhood Education and Care - \$9,756.15 (annual cap applies)

*The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student service and resource fees.*

For a more accurate quote please see the pricing section or contact a friendly CTAS Education staff member on (08) 9350 9222.

CTAS Education offers flexible payment options to assist with the payment of qualifications. If you wish to request to pay fees by instalments, please discuss this with a CTAS representative upon enrolment. Students in severe financial hardship may apply and be assessed for a fee waiver for below diploma level qualifications. Fee waivers are determined on a case by case basis by CTAS Education.



## Course Length

The allocated time for each course completed as a traineeship is as follows:

<i>Certificate III &amp; IV</i> - Full Time- 24 months	<i>Diploma</i> - Full Time- 36 months
Part Time- 36 months	Part Time- 54 months

## How to get started

To sign up on a traineeship you need to seek your employer’s approval before proceeding. Then contact CTAS Education for an expression of interest form which needs to be signed by you and your employer. Once this form has been returned, CTAS Education will then contact an Apprenticeship Network Provider, who will visit you in your workplace to sign you up on a traineeship with Apprenticeship Office. If you have previous qualifications in the same industry, this may be used in the RPL (Recognition of Prior Learning) process and you should present your statement of attainment to CTAS Education during your enrolment visit.

For further information please visit us at <http://www.ctas.wa.edu.au> or call one of our friendly childcare training professionals on (08) 9350 9222.

## CERTIFICATE III COURSE INFORMATION

### CHC30113 Certificate III in Early Childhood Education and Care 15 Core and 3 Electives

Units of competency		Nominal Hours	Units of competency (Continued)		Nominal Hours
CHCECE001	Develop cultural competence	70	CHCECE013	Use information about children to inform practice	35
CHCECE002	Ensure health and safety of children	50	CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	30
CHCECE003	Provide care for children	60	CHCLEG001	Work legally and ethically	50
CHCECE004	Promote and provide healthy food and drinks	30	CHCPRT001	Identify and respond to children and young people at risk	30
CHCECE005	Provide care for babies and toddlers	60	HLTAID004	Provide an emergency first aid response in an education and care setting	20
CHCECE007	Develop positive and respectful relationships with children	60	HLTWHS001	Participate in work health and safety	30
CHCECE009	Use an approved learning framework to guide practice	35	CHCECE006	Support behaviour of children and young people	40
CHCECE010	Support holistic development of children in early childhood	60	CHCECE012	Support children to connect with their world	30
CHCECE011	Provide experiences to support children's play and learning	40	CHCECE026	Work in partnership with families to provide appropriate education and care for children	50

### Our Training Process

At CTAS Education we strive to be different. In order to make a real difference in the education and care industry, we provide training that is catered specifically to early childhood educators.

During your training, you will be visited every month at your service, at an agreed time, convenient to yourself, the manager of your service and the trainer. Your trainer will be highly qualified and able to share a wealth of knowledge and experience with you. During these visits you will be assessed using various methods, including verbal questioning and observations. In-between these visits you will be assigned small tasks to complete as part of your training; these will be hands on and relevant to your daily work. You will receive two exceptional resource books, to which you will be assigned reading to assist you with completing tasks.

Our trainers will work with you on an individual basis in conjunction with your supervisors to ensure you continually improve and progress through your qualification.

Each student will be eligible for Recognition of Prior Learning and you will be assessed by your trainer, during your first visits.

The trainer will provide feedback on your performance, areas of improvement and course progress to the manager of your service at the end of each visit.

**There are no entry requirements for this course.**

## CERTIFICATE IV COURSE INFORMATION

### CHC40113 Certificate IV in School Age Education and Care 15 Core and 4 Electives

Units of competency		Nominal Hours	Units of competency (Continued)		Nominal Hours
CHCECE001	Develop cultural competence	70	CHCSAC002	Develop and implement play and leisure experiences in school age care	60
CHCECE002	Ensure health and safety of children	50	CHCSAC003	Work collaboratively and respectfully with children in school age care	55
CHCECE004	Promote and provide healthy food and drinks	30	CHCSAC004	Support the holistic development of children in school age care	50
CHCECE009	Use an approved learning framework to guide practice	35	HLTAID004	Provide an emergency first aid response in an education and care setting	20
CHCECE011	Provide experiences to support children's play and learning	40	HLTWHS001	Participate in work health and safety	30
CHCDIV001	Work with diverse people	30	CHCPRP003	Reflect on and improve own professional practice	40
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	30	CHCECE006	Support behaviour of children and young people	40
CHCLEG001	Work legally and ethically	50	CHCECE012	Support children to connect with their world	30
CHCPRT001	Identify and respond to children and young people at risk	30	CHCECE022	Promote children's agency	80
CHCSAC001	Support children to participate in school age care	40			

### Our Training Process

At CTAS Education we strive to be different. In order to make a real difference in the education and care industry, we provide training that is catered specifically to educators working with school-aged children.

During your training, you will be visited every month at your service, at an agreed time, convenient to yourself, the manager of your service and the trainer. Your trainer will be highly qualified and able to share a wealth of knowledge and experience with you. During these visits you will be assessed using various methods, including verbal questioning and observations. In-between these visits you will be assigned small tasks to complete as part of your training; these will be hands on and relevant to your daily work.

You will receive exceptional resource books, to which you will be assigned reading to assist you with completing tasks.

Our trainers will work with you on an individual basis in conjunction with your supervisors to ensure you continually improve and progress through your qualification.

Each student will be eligible for Recognition of Prior Learning and you will be assessed by your trainer, during your first visits.

The trainer will provide feedback on your performance, areas of improvement and course progress to the manager of your service at the end of each visit.

**There are no entry requirements for this course.**

## DIPLOMA COURSE INFORMATION

<b>CHC50113 Diploma of Early Childhood Education and Care 23 Core and 5 Electives</b>						
<b>Units of competency</b>		<b>Nominal Hours</b>	<b>Units of competency (Continued)</b>			<b>Nominal Hours</b>
CHCECE001	Develop cultural competence	70	CHCECE023	Analyse information to inform learning	70	
CHCECE002	Ensure health and safety of children	50	CHCECE024	Design and implement the curriculum to foster children's learning and development	90	
CHCECE003	Provide care for children	60	CHCECE025	Embed sustainable practices in service operations	45	
CHCECE004	Promote and provide healthy food and drinks	30	CHCECE026	Work in partnership with families to provide appropriate education and care for children	50	
CHCECE005	Provide care for babies and toddlers	60	CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	30	
CHCECE007	Develop positive and respectful relationships with children	60	CHCLEG001	Work legally and ethically	50	
CHCECE009	Use an approved learning framework to guide practice	35	CHCPRT001	Identify and respond to children and young people at risk	30	
CHCECE016	Establish and maintain a safe and healthy environment for children	40	HLTWHS003	Maintain work health and safety	40	
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood	300	HLTAID004	Provide an emergency first aid response in an education and care setting	20	
CHCECE018	Nurture creativity in children	80	CHCDIV001	Work with diverse people	30	
CHCECE019	Facilitate compliance in an education and care services	80	CHCINM002	Meet community information needs	30	
CHCECE020	Establish and implement plans for developing cooperative behaviour	40	CHCPOL002	Develop and implement policy	75	
CHCECE021	Implement strategies for the inclusion of all children	60	CHCPRP003	Reflect on and improve own professional practice	40	
CHCECE022	Promote children's agency	80	BSBLED401	Develop teams and individuals	40	

### **Our Training Process**

At CTAS Education, we strive to be different. In order to make a real difference in the education and care industry, we provide training that is catered specifically to early childhood educators.

During your training, you will be visited every month at your service, at an agreed time, convenient to yourself, the manager of your service and the trainer. Your trainer will be highly qualified and able to share a wealth of knowledge and experience with you. During these visits you will be assessed using various methods, including verbal questioning and observations. In-between these visits you will be assigned small tasks to complete as part of your training; these will be hands on and relevant to your daily work.

You will receive four exceptional resource books, to which you will be assigned reading to assist you with completing tasks.

Our trainers will work with you on an individual basis in conjunction with your supervisors to ensure you continually improve and progress through your qualification.

Each student will be eligible for Recognition of Prior Learning and you will be assessed by your trainer, during your first visits.

The trainer will provide feedback on your performance, areas of improvement and course progress to the manager of your service at the end of each visit.

**There are no entry requirements for this course. The Diploma (CHC50113) includes units from the Certificate III (CHC30113). Therefore, if you have already completed any of the above units you will need to produce your Statement of Attainment to receive a credit for those units.**

**LOWER FEES  
LOCAL SKILLS**



**“Empowering the Educator”**

Phone: (08) 9350 9222 Email: [admin@ctas.wa.edu.au](mailto:admin@ctas.wa.edu.au)

Address: PO Box 353, Cannington, WA 6987

National Provider Code 51849



## Pricing

An hourly rate based on nominal hours will apply to each unit commenced in 2021. Please refer to the nominal hours identified in the course outlines.

Qualification Level	Category of enrolment	Fee Rate per Nominal Hour	Annual Fee Cap (If applicable)
Certificate III	Aged 25+ New Worker Trainee and Non-Concession & PIT Students	\$1.62	\$1,200.00
	Aged 25+ New Worker Trainee with an eligible Concession Card & PIT Students	\$0.48	\$1,200.00
	Aged 15-24 New Worker Trainee Non-Concession & PIT Students	\$1.62	\$400.00
	Aged 15-24 New Worker Trainee with an eligible Concession Card & PIT Students	\$0.48	\$400.00
	Existing Worker Trainee	\$5.79	
	Secondary School Aged Student*^	\$0.48	\$420.00
	School Based Trainee	Fee Exempt	
	Fees for Service	\$9.50	
	Credit Transfer	Fee Exempt	
	NWT Recognition of Prior Learning	\$1.62	
	EWT Recognition of Prior Learning	\$2.90	
Certificate IV	Aged 25+ New Worker Trainee and Non-Concession & PIT Students	\$1.62	\$1,200.00
	Aged 25+ New Worker Trainee with an eligible Concession Card & PIT Students	\$0.48	\$1,200.00
	Aged 15-24 New Worker Trainee Non-Concession & PIT Students	\$1.62	\$400.00
	Aged 15-24 New Worker Trainee with an eligible Concession Card & PIT Students	\$0.48	\$400.00
	Existing Worker Trainee	\$5.79	
	Secondary School Aged Student*^	\$0.48	\$420.00
	School Based Trainee	Fee Exempt	
	Fees for Service	\$9.50	
	Credit Transfer	Fee Exempt	
	NWT Recognition of Prior Learning	\$1.62	
	EWT Recognition of Prior Learning	\$2.90	
Diploma	Aged 25+ New Worker Trainee & PIT Students	\$1.62	\$1,200.00
	Aged 15-24 New Worker Trainee & PIT Students	\$1.62	\$400.00
	Existing Worker Trainee	\$5.79	\$7,860.00
	Concession Existing Worker Trainee	\$1.74	\$7,860.00
	Secondary School Aged Student*^	\$1.62	\$420.00
	School Based Trainee	Fee Exempt	
	Fees for Service	\$9.50	
	Credit Transfer	Fee Exempt	
	NWT Recognition of Prior Learning	\$1.62	
	EWT Recognition of Prior Learning	\$2.90	

*\* If a secondary school aged student studying Cert III or Cert IV is also an existing worker the existing worker fees and conditions apply.*

*^Can utilise the Targeted Fee Relief rates as outlined above, if enrolling in multiple courses in a calendar year, fees will be capped at \$420.00 for all courses.*

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student service and resource fees. The fees and charges documented in this policy are applicable to all units of study commenced in 2021. If a qualification continues into 2022 those units will be charged according to the 2022 fees and charges policy.

### **Definitions**

***New Worker Trainees:*** A new worker trainee is defined as a person employed with the same employer continuously for less than three months full time or 12 months part time immediately prior to commencing a traineeship.

***Existing Worker Trainee:*** An existing worker trainee is defined as a person employed with the same employer continuously for more than three months full time or 12 months part time immediately prior to commencing a traineeship.

***Secondary School Aged Student:*** A secondary school aged student is a person who has reached 15 years of age but has not reached the end of the calendar year in which their compulsory education period expires. In 2021, these persons will be born on or after 1 July 2003.

***School Based Trainee:*** A school based trainee is a person who is enrolled at school, as defined in the School Education Act 1999 and undertaking a traineeship.

***Fees for Service Student:*** A fees for service student is a person who is enrolled in a training program that is not publicly funded. For example a person who is ineligible for a traineeship.

***PIT Student*** A PIT Student is a person who is enrolled in a training program that is publicly funded by Priority Industry Training (PIT). For example, a person who is ineligible for a traineeship.