



Australian Government

Department of Education, Employment and Workplace Relations

CHC30812 Certificate III in Education Support

Release: 1

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Modification History

CHC08 Version 3	CHC08 Version 4	Comments
CHC30808 Certificate III in Education Support	CHC30812 Certificate III in Education Support	updated core WHS units

Description

This qualification covers workers in a range of education settings including public and independent schools and community education settings that provide assistance and support to teachers and students under broad based supervision.

Some jurisdictions may require specialist skill development and supervision by qualified teachers to address specific job roles.

Some job roles may require the education support worker to complete work external to the immediate education environment e.g. in Aboriginal and/or Torres Strait Islander communities.

Occupational titles may include:

- Aboriginal and/or Torres Strait Islander education worker
- Education assistant
- Education assistant (special needs)
- Education support worker
- Home tutor
- Homeland teaching assistant
- Indigenous language and culture teaching assistant
- Language worker
- Literacy worker
- Support worker (working with children with disabilities)
- Teacher aide
- Teacher assistant

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Not Applicable

Employability Skills Summary

Refer to the Topic: Introduction to the Employability Skills Qualification Summaries

Packaging Rules

PACKAGING RULES

14 units are required for award of this qualification including:

- 8 core units
- 6 elective units

A range of elective units is available, including:

- Group A electives which are recommended for culturally aware and respectful practice
- Group B elective which required in some jurisdictions for reporting of child abuse
- Other relevant electives listed below
- Units of competency to address workplace requirements and packaged at the level of this qualification or higher in Community Services and/or Health Training Packages
- Where appropriate, to address workplace requirements, up to 2 units of competency packaged at the level of this qualification or higher in other relevant Training Packages or accredited courses where the details of those courses are available on TGA or other public listing

Core units

CHCCHILD301B Support behaviour of children and young people

CHCEDS301B Comply with legislative, policy and industrial requirements in the education environment

CHCEDS303A Contribute to student education in all developmental domains

CHCEDS312A Work with diversity in the education environment

CHCEDS313B Communicate with students

CHCEDS314B Work effectively in an education team

CHCEDS316B Comply with school administrative requirements

HLTWHS300A Contribute to WHS processes

The importance of culturally aware and respectful practice

All workers undertaking education support work need foundation knowledge to inform their work with Aboriginal and/or Torres Strait Islander clients and co-workers and with clients and co-workers from culturally and linguistically diverse backgrounds. This foundation must be provided and assessed as part of a holistic approach to delivery and assessment of this qualification. Specific guidelines for assessment of this aspect of competency are provided in the Assessment Guidelines for the Community Services Training Package.

Group A electives - recommended for culturally aware and respectful practice

Where work involves a specific focus on Aboriginal and/or Torres Strait Islander and/or culturally diverse clients or communities, one or both of the following electives is recommended:

HLTHIR403C Work effectively with culturally diverse clients and co-workers

HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people

Group B elective - required in some jurisdictions for reporting of child abuse

The following elective is required in some jurisdictions to meet legislative requirements for mandatory reporting of child abuse:

CHCCHILD401B Identify and respond to children and young people at risk

Other relevant electives

Electives are to be selected in line with specified Packaging Rules. The following grouping of relevant electives is provided to facilitate selection and does not necessarily reflect workplace requirements. Electives may be selected from one or more groups. Employers may specify that certain electives are required to address specific workplace needs.

The selection of electives should be guided by the type of service delivery and the setting.

Literacy and numeracy electives

CHCEDS305A Support the development of reading skills

CHCEDS306A Support the development of writing skills

CHCEDS307A Support the development of numeracy skills

CHCEDS308A Support the development of oral language skills

CHCLLN403A Identify clients with language, literacy and numeracy needs and respond effectively

Electives for work with students with disabilities

CHCDIS301C Work effectively with people with a disability

CHCEDS335A Support students with additional needs in the classroom environment

CHCEDS330B Support learning for students with disabilities in a classroom environment

Electives for Aboriginal and/or Torres Strait Islander Education Worker

CHCEDS317B Communicate with parents, students and colleagues in Aboriginal or Torres Strait Islander language

CHCEDS318B Work effectively as an Aboriginal or Torres Strait Islander education worker

CHCEDS403B Promote and implement Aboriginal and/or Torres Strait Islander language and culture programs

CHCEDS404A Liaise with Aboriginal or Torres Strait Islander community re education program

Home tutor electives

CHCCN301C Ensure the health and safety of children

CHCCN302A Provide care for children

CHCEDS305A Support the development of reading skills

CHCEDS306A Support the development of writing skills

CHCEDS307A Support the development of numeracy skills

CHCEDS319A Search and assess online information

CHCEDS320B Set up and sustain individual and small group learning areas

CHCIC301E Interact effectively with children

CHCRF301E Work effectively with families to care for the child

HLTFA302C Provide first aid in remote situation (Note pre-requisite: HLTFA311A)

CHCFC502A Foster physical development in early childhood

CHCFC512A Foster physical development in middle childhood

Education support electives

CHCCS312A Use electronic learning materials
CHCCS411C Work effectively in the community sector
CHCDIS301C Work effectively with people with a disability
CHCDIS411A Communicate using augmentative and alternative communication strategies
CHCEDS302A Facilitate implementation of planned educational programs
CHCEDS304A Contribute to organisation and management of classroom or centre
CHCEDS330B Support learning for students with disabilities in a classroom environment
CHCEDS331B Contribute to the health and safety of students
CHCEDS335A Support students with additional needs in the classroom environment
CHCEDS319A Search and assess online information
CHCEDS320B Set up and sustain individual and small group learning areas
CHCEDS321B Use an e-learning management system
CHCEDS322A Support students with English as a second language
CHCEDS323A Support development of student research skills
LMFFT4011B Purchase materials and consumables

First Aid

In some jurisdictions, it is a condition of employment that Education Support Workers are competent in basic first aid. Candidates and employers should clarify specific jurisdiction requirements for first aid.

HLTFA311A Apply first aid
HLTFA302C Provide first aid in remote situation (*Note pre-requisite: HLTFA311A*)

Information technology electives

BSBITU201A Produce simple word processed documents
BSBITU202A Create and use spreadsheets
BSBWOR204A Use business technology
ICAICT101A Operate a personal computer
ICAU1130B Operate a spreadsheet application
ICAU1132B Operate a presentation package
ICAICT103A Send and retrieve information using web browsers and email
ICPMM263C Access and use the internet

Oral health

CHCOHC303B Use basic oral health screening tools
CHCOHC401A Inform and encourage clients and groups to understand and achieve good oral health
CHCOHC402A Support clients and groups to learn practical aspects of oral health care