



Australian Government

CHCECE051 Promote equity in access to the service

Release: 1

CHCECE051 Promote equity in access to the service

Modification History

Release 1. CHCECE051 Promote equity in access to the service supersedes and is not equivalent to CHCECE027 Promote equity in access to the service.

Application

This unit describes the performance outcomes, skills and knowledge required to actively promote a service and engage and enhance participation of underrepresented or equity groups.

This unit applies to educators working at a leadership level in children's education and care services in Australia. Work is undertaken collaboratively according to the philosophy of the service.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Early Childhood Education and Care

Unit Sector

Children's Education and Care

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Identify local community demographics.
 - 1.1. Establish the demographic make-up of the local community.
 - 1.2. Analyse attendance patterns to identify groups of children from the local community who are underrepresented in using the service.
 - 1.3. Develop strategies to better engage with underrepresented groups in the local community.
 - 1.4. Encourage increased use of service by underrepresented local groups and collaborate with all relevant parties to monitor progress.
2. Develop strategies to enhance participation.
 - 2.1. Research and identify potential barriers to use of the service and the characteristics and preferences of potential users.
 - 2.2. Identify, develop and document strategies that will facilitate engagement with underrepresented client groups.
 - 2.3. Research funding program and service eligibility criteria and determine their impact on strategies developed.
 - 2.4. Obtain and interpret information on groups that must be given priority access according to service policies.
 - 2.5. Critically evaluate service practices and policies against access and equity principles and recommend required changes and improvements.
3. Implement strategies.
 - 3.1. Implement strategies in collaboration with all relevant parties.
 - 3.2. Promote services to client groups by developing and providing information in ways suited to specific audience needs.
 - 3.3. Integrate clear information about eligibility criteria and their rationale in communications.
 - 3.4. Establish feedback processes that enable people to provide information about their experiences in accessing the service.
 - 3.5. Gather applicant data and assess applications for the service based on strategies and associated criteria.
 - 3.6. Communicate decisions providing rationale, and clearly explain waiting list procedures.
 - 3.7. Refer and support applicants to access other services according to their needs.
4. Review outcomes.
 - 4.1. Monitor and evaluate strategies to enhance participation of underrepresented groups.
 - 4.2. Accurately calculate the achievement of targets based on service data.
 - 4.3. Collaborate with relevant parties to identify and implement improvements.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret information about local community demographics.
Writing skills to:	produce accurate, informative reports.
Oral communication skills to:	ask open and closed questions and actively listen to seek information and confirm understanding.
Numeracy skills to:	interpret numerical information about attendance patterns.
Technology skills to:	research potential access barriers and document strategies for improving access using digital media.

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>