



Practical Outcomes

Business & Training Solutions

CERTIFICATE IV IN OUT OF SCHOOL HOURS CARE (CHC40402)

What is the Certificate IV course?

The Certificate IV in Children's Services is a 12 month course designed for people who currently work or who wish to work in the out of school hours sector including before and after school care and vacation care programs for groups of children who are of school age. The course will provide you with the skills and knowledge to work as a trained worker to plan recreation activities for children's play and leisure. The Certificate IV has a direct pathway to the Diploma of Out of School Hours Care.

How is the course delivered & assessed?

The course is self paced and is designed to replicate the work that you will be doing in this role. There are a number of assessment options, and our trainers will work with you to develop an individual training and assessment plan that suits your work and skills.

Who will be my trainer?

As you enrol, you will be provided with a qualified and skilled trainer that will support you through your entire course. The trainer will visit you in your workplace and provide you with individual training and assessment. A workplace coach will also be allocated to you. Your coach will mentor you through tasks and provide you with many opportunities to practice your skills

What does Practical Outcomes provide?

You will be offered a range of learning methods to meet your individual needs. You can work at your own pace and can decide when and how learning and assessment will take place. All you need is a workplace to practice in. The types of support and resources offered to you include:

- An assessment of your learning style. Not all students learn the same way. We will review your past and current experiences to design a training plan that meets your needs.
- 1 learning text book & 1 specialised text.
- Access to trainers and assessors via telephone, email and 1-1 contact.
- A comprehensive training manual including learning guides, resource material kits and reference guides for web site research.
- An extensive welfare program which assists you to tap into support and resources necessary for learning and personal needs. If you feel like this could assist you, please speak to your trainer and they will refer you to our welfare officer.

Issuing of qualifications:

Students will be issued qualifications on completion of all required units of competency. Statements of attainment will be issued for partial completion.



Course Content - 14 compulsory & 5 electives = 19 units



First Aid	HLTFA301B (c)	Apply first aid
Key area of Responsibility 1 Routines and Practical Work	CHCCN3C (e)	Prepare nutritionally balanced food in a safe & hygienic manner
	HLTFS207B (e)	Follow basic food safety practices
	CHCCS301A (c)	Work within a legal and ethical framework
	CHCCHILD1C (c)	Identify and respond to children & young people at risk of harm
	CHCCN4D (e)	Respond to illness accidents and emergencies
Key area of Responsibility 2 Interactions and the Environment	CHCIC1C (c)	Interact effectively with children
	CHCYTH1C (c)	Work effectively with young people
	CHCPR3C (c)	Develop an understanding of children's interests and developmental needs
	CHCPR1C (c)	Deliver services/activities to stimulate children's development and enhance their leisure
	SRCCRO001B (e)	Assist with recreation games not requiring equipment
Key area of Responsibility 3 Planning & Professional Responsibility	CHCADMIN3B(c)	Undertake administrative work
	SRCCRD007B (c)	Develop recreation programs
Studied progressively through course	CHCORG3B (e)	Participate in the work environment
	BSBCMN201A(c)	Work effectively in a business environment
	CHCCS405A (c)	Work effectively with culturally diverse clients and co-workers
	CHCCN1D (c)	Ensure children's health and safety
	SRXRIK001A (c)	Undertake risk analysis of activities
	CHCOHS401A (c)	Implement and monitor OHS policies and procedures for a workplace

Payment schedule

Please refer to the attached payment schedule to determine the cost of the course.

If you are considering applying for RPL (which may reduce these costs) we can design an individual payment schedule for you.