

Outline: Traineeships and Apprenticeships

Traineeships and Apprenticeships funded under the User Choice program

This pathway is a unique way of obtaining a nationally recognised qualification whilst working.

What are the differences between a Traineeship and an Apprenticeship?

In the Children's Services Industry, Traineeships are usually offered to staff members who are new employees and have no previous early childhood qualifications. Employees will commence studying the Certificate III in Children's Services.

Traineeships – CHC30708 Certificate III in Children's Services

Please note: In NT the course is known as an Apprenticeship.

Apprenticeships are offered to staff members who are required to work at a level higher than that of an assistant and already have their Certificate III in Children's Services. On completion student can be employed as a Group Leader, Assistant Director or Centre Director (some states require a higher level of study for these positions).

Apprenticeships – CHC50908 Diploma of Children's Services

Please note: In NSW, SA, TAS, VIC and WA the course is known as a Traineeship.

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Overview and Comparison of Traineeships and Apprenticeships

	Traineeship	Apprenticeship
Benefits to the Trainee/Apprentice	<ul style="list-style-type: none"> In most state you are entitled to receive paid release time during work for study – each month You can earn while you learn, allowing you to gain relevant experience while you complete a qualification. You will receive a nationally recognised qualification upon completion of your studies You will receive quality mentoring from a GoodStart professional You will be positioning yourself for an exciting, rewarding career in the early childhood profession 	
Qualification you work towards	CHC30708 - Certificate III in Children's Services	CHC50908 - Diploma of Children's Services (Early Childhood Education and Care) CHC60208 - Advanced Diploma of Children's Services (in some States)
Duration	12 months to 2 years (three years VIC & ACT) depending on employment status You can complete earlier providing you achieve all required competencies.	2 to 4 years (6 years QLD & VIC) depending on employment status You can complete earlier providing you achieve all required competencies.
Prerequisites	Certificate III: Year 10 (or equivalent) level of English Diploma: Certificate III/ Certificate IV in Children's Services/ Out of School Hours Care	
Criminal History	All employees in the childcare industry must obtain a suitability card	
Citizenship	You must be an Australian Citizen or have permanent residence.	
Wages	Can vary i.e. age, experience, location and prior qualifications. Contact 1300 363 264 and quote course code and your Award or Enterprise Agreement	

An Apprenticeship or Traineeship is a three-way partnership between:

<p>The Student The Registered Training Organisation (RTO) The Employer</p>

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Listed below are the parties involved in ensuring that you are trained:

State Department of Employment and Training (DET)

Responsible for ensuring all regulations are met in regards to your training and may also pay for part of your training costs.

Australian Apprenticeship Centre (AAC)

Responsible for registering you as a trainee/apprentice and monitoring your progress.

Supervising Registered Training Organisation (SRTO)

We have been selected to deliver the training and assessment and provide ongoing support.

Employer

The employer provides the workplace for the on-the-job training and the payment of your wage.

Workplace Supervisor

A supervisor (who must be qualified to the level you are training) is nominated to oversee your workplace performance and mark you against nominated competencies.

Frequently Asked Trainee and Apprentice Questions

Q. *How am I trained?*

A. A Training Plan is agreed upon between you, your employer and GoodStart Training College. It sets out:

- Training to be delivered by GoodStart and the employer
- An agreed assessment strategy
- The maximum period of training to be delivered
- The amount of time you must be withdrawn from work to study
- The qualification or statement of attainment to be issued on completion
- Your progress and is added to by the trainer and the employer

Q. Can I be promoted during my Traineeship/Apprenticeship or perform higher duties?

A. Yes, if the employer obtains approval from the Department of Communities, you can perform higher duties or be employed in any position your employer feels you are capable of doing.

Q. I have already got my Certificate III. Can I still do an Apprenticeship?

A. Yes. We give you credit transfer for the units you have already done, even if you have not yet completed the Certificate III or already commenced study in the Diploma.

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Q. What is the Trainee/Apprentice Responsible For?

A As a Trainee/Apprentice you must:

- Attend and perform work as directed by your employer
- Observe the conditions of the relevant employment agreement or award
- Behave in a courteous and professional manner
- Obey all lawful instructions
- Work toward achieving the competencies of the Training Plan
- Undertake training and assessment as required under the Training Plan
- Keep the training record and produce this when required
- Acknowledge that all information obtained from your employer and given in circumstances of confidence must be kept confidential and not disclosed to any person without your employer's approval
- If you are under 18, your parent or guardian must ensure that these responsibilities are met and co-sign all documentation in relation to your training contract

Q. Do I have to pay any fees if I receive State Government Funding?

A. Yes. Even if your training is fully funded by the relevant State Government's Department of Employment and Training, we are required by the Department to collect the support services and tuition fees: The fees are included in your Traineeship/ Apprenticeship Induction Pack or you can call Student Services on Freecall 1800 617 455 to find out what fees are applicable to your State/ Territory. **Applicants who are eligible for employer funded study assistance shall be funded by their employer.**

These fees can be reduced if you receive Credit Transfer for units of competency in the package. These fees are subject to change without notice. Partial exemption can be claimed on the following grounds: the student was or will be under 17 at the end of February in the year of study, is a school based trainee, holds a health care or pension concession card OR is the listed dependant of a health care / pension concession, or can provide official evidence of the dependant status or is an Aboriginal or Torres Strait Islander person.

The declarations required to claim concessions for Aboriginal/ Torres Strait Islander descent vary from State to State.