



# Bedford College

Skills for Life!



## Child Care

- > Authorised Supervisor
- > Centre Manager
- > Centre Director
- > Children's Adviser
- > Team/Group Coordinator/Leader
- > Program Leader
- > Special Needs Worker
- > Nanny (National and International)



Established in 1944, Bedford College is a well-established Registered Training Organisation with a long-standing reputation for excellence in a caring, friendly environment. The College places importance on attitude, respect, acceptance, tolerance, honesty and a belief that every person can achieve their personal best if they are provided with the right opportunities.



New, Purpose Built, Child Care Campus

With most children today living in a family where both parents work, the need for quality child care is growing rapidly. Many Child Care Centres have long waiting lists and recent publicity tells us that there are many more centres needed. With the need for more child care centres, comes the need for more qualified child care workers.

What this means of course for the qualified child care professional is that employment prospects are excellent and opportunities are many and varied as the need for workers continues to grow.

Employment opportunities for child care workers include positions in: Pre-School/Kindergarten, Before and After School Care, Long Day Care Centres, Family Day Care, Occasional Care, Out of School Hours (OOSH) Care and child care workers in hotels/resorts and on cruise ships, etc. (See list of positions on front cover).

Bedford Offers the following Child Care Courses:

- Diploma of Children's Services (CHC50908) 40 weeks (Early Childhood Education and Care)
- Certificate III in Children's Services (CHC30708) 20 weeks



## Enrolment

- Satisfactory completion of Year 10.  
(Students under the age of 18 years at course completion may not be counted in the teacher/child ratio requirements in a child care service. Please telephone the College for more details)
- Enrolment numbers are limited to 120 students and places are offered on a 'First Come First Served' basis.

## Small Class Sizes

The College is committed to training in small groups and class sizes are therefore limited in numbers – this allows teachers to provide individualised attention to every student.

## Free Optional Study Period

For students who need a little extra tuition or revision, we offer an optional 1 hour Study Period from 3.00pm-4.00pm each day. Teaching staff are available to work with students during these times and the extra periods can provide up to 3 hours of private tuition every week.

## Course Structure

Courses are structured to provide the best possible learning outcome for graduates; this includes strong emphasis on both theoretical and practical knowledge, skills and experience.

During the course, the students will work with babies, toddlers and older children in a series of children's services settings. The course provides the units necessary for graduates to work with children from birth to 12 years.

## Course Hours

Students attend College Monday to Wednesday from 9.00am to 3.00pm and an additional one day each week (or equivalent) in the Bedford Online Classroom. Students work every Friday in a Registered Child Care Centre during terms 1, 2 & 3.

## Work Placement

Apart from the practicum placement each Friday, students will also attend 2 x 2 week practicum blocks in a Child Care Centre during Terms 2 and 3. Students will also complete an additional 20 hours practicum placement in an Out Of School Hours (OOSH) Centre at the end of Term 4.

## Bedford Online

Today's student is much more computer savvy than previous generations and Online Learning has become commonplace in many training organisations.

Bedford College first implemented Bedford Online Classrooms several years ago; and over the years it has been developed to become a highly successful and very popular supplement to our training practices. Using Bedford Online, students can access classes outside normal college hours where they may revise work, chat and email trainers and other students, collect and lodge assignments, check diary dates, participate in forums, download notes, link to websites, etc. etc

# Child Care Diploma and Certificate Courses

## Teaching Staff

The Teaching Staff at Bedford are the backbone of the College and we are proud of our ability to recruit and retain high-calibre teachers who are industry trained professionals dedicated to assisting students to achieve their personal best results.

## Industry Partnership



Bedford College has an exclusive partnership arrangement with Communicare Sydney.

Founded in 1881, Communicare and is one of the most well respected children's services organisations in Sydney. We are fortunate to be able to liaise with Communicare staff who provide expertise on our courses and information on the specific skills required of workers in the children's services industry.

Communicare is involved in many areas of Community/Children's Services including:

- Early Intervention Support
- Out of School Hours (OOSH)
- Long Day Care
- Vacation/Occasional Care
- Family Day Care
- Pre School Services

## Nanny (National and International)

Due to the number of parents now working, the Professional Nanny is fast becoming another option for many families.

Being a nanny can be a warm and rewarding career choice and many nannies form close bonds with their families due to the close working relationships that are part of the job.

The Professional Nanny Course is ideal for those who love working closely with families and their children. Career opportunities include working within a family; in holiday resorts, hotels or cruise ships etc. The Professional Nanny may also choose to travel with their family or work overseas.

The Nanny course at Bedford is the nationally recognised Certificate III in Children's Services which also allows graduates to work as a qualified worker in a child care centre. The Cert III course is a pre-requisite for those students wishing to complete the Diploma.

The Professional Nanny course includes:

- Care for children and babies
- Understand children's interests and needs
- Stimulate children's development
- Interact effectively with children
- Use music to enhance children's development
- Prepare nutritionally balanced food
- Making healthy lifestyle choices

## Employment Opportunities

Our Work Placement Officer is able to assist with employment placement and it is our aim to ensure that we produce Children's Services Graduates who have 'the edge' over other applicants when it comes to employment success.

With the chronic shortage of qualified child care workers, our strong links with Communicare and other children's services providers, Bedford Graduates can be confident of gaining an employment position on completion of the course.

## Fully Accredited Courses

Bedford College is a Registered Training Organisation (RTO) registered through VETAB in NSW. All our courses are fully accredited and recognised by industry and other education institutions throughout Australia. This means that the qualification you receive at Bedford is portable should you wish to advance your studies later.

## University Pathways

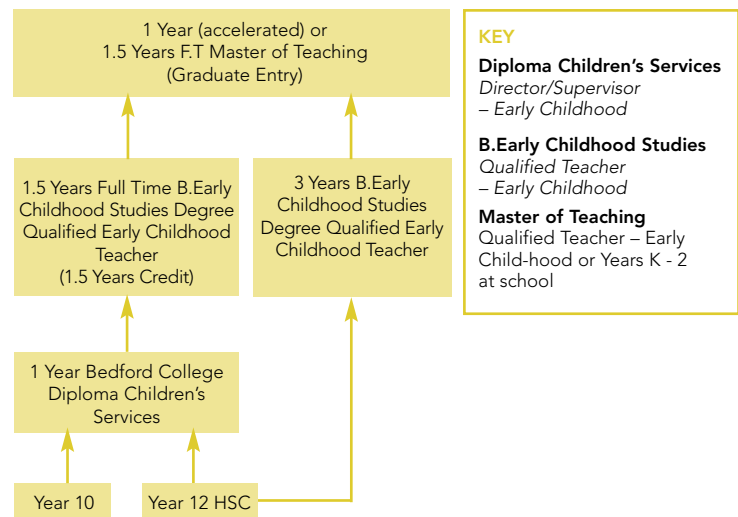
Students who did not initially achieve the UAI required to enrol in a university degree can use the pathways available on successful completion of the diploma course in order to achieve the same goal.

Graduates may choose to undertake further study on completion of their Bedford course in order to provide further career opportunities

in the future. We are pleased to be able to offer our graduates a pathway to a tertiary education. In fact, some universities offer degree programs specifically designed for Children's Services Diploma Graduates.

Bedford Child Care Diploma Graduates may enrol at universities offering Early Childhood Studies and/or Teaching programs and may continue study into a B.Teaching (Primary Education).

## Possible University Pathways



## VET FEE-HELP

### What is VET FEE-HELP?

VET FEE-HELP is an income contingent loan scheme for the vocational education and training (VET) sector that is part of the Higher Education Loan Program (HELP). Offered by the Australian Government - and previously only available to students in the higher education/university sector - the loan assists eligible, full-fee-paying students to pay for all or part of their tuition fees.

Students may only access VET FEE-HELP from approved VET providers such as Bedford College; the courses must be nationally recognised and accredited and have significant credit transfer arrangements to a Bachelor degree with a higher education (HEP) provider. The Diploma programs at Bedford College fulfil these criteria.

### How does it work?

The Australian Government pays the full amount of the tuition fees for the course directly to Bedford College, and you repay the loan through the tax system via compulsory and/or voluntary contributions once you are working.

For more information on VET FEE-HELP, follow this links on the Bedford Website or go to [www.deewr.gov.au/vetfeehelp](http://www.deewr.gov.au/vetfeehelp).

### Flexible Payment Plans

The College offers a series of payment options for students unable to pay the cost of the course in full. A Direct Debit facility is available for those who prefer to pay the college fees by installments.

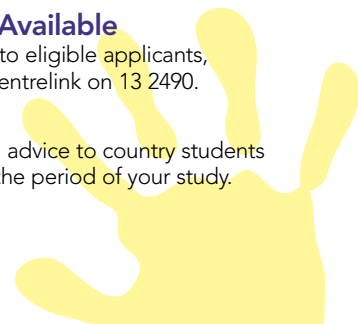
### Commonwealth Benefits are Available

Austudy/Abstudy Benefits are available to eligible applicants, more information is available through Centrelink on 13 2490.

### Accommodation

We are able to provide accommodation advice to country students or those living away from home during the period of your study.

(Please contact the College for details).





"When I first finished school I was unsure of what to do and I initially got a job in retail. However, I soon realised that retail was not for me and what I really wanted to do was to work with children.

I found out about Bedford College and learned that they could help me gain a qualification that was recognised and valued. I had heard about the equivalent TAFE course, but Bedford's one-year diploma appealed to me. Their program would provide me with extensive experience in the industry, the class sizes were smaller and there were loads of opportunities for networking in the child care industry.

During the course I gained lots of skills and knowledge thanks to Bedford's hard-working and dedicated teaching staff - and just as I was completing my Diploma in Children's Services, I secured a full-time position in a long day care centre for the following year.

Thanks to the quality of my Bedford training, by the end of my first year of work I was promoted to Room Leader in the nursery and Temporary Authorised Supervisor at my Centre.

As a result of my industry experience and the excellence of the Bedford program I have now applied to Charles Sturt University to commence a Bachelor of Teaching (0-5 years) while remaining in the workforce."

*Mary-Ann Harding (Child Care Graduate)*



"The main draw card for me at Bedford College was the course structure and the program. The exposure to 300 plus practicum hours within the early childhood setting was very appealing as it provided the opportunity for me to interact with age groups from 0-5 years.

I was also able to enhance my interactive opportunities with children and their parents/carers via Bedford College Children's Play Sessions, held every week at the College. Play Session provides students with the opportunity to increase their skills and knowledge, to participate in observations, planning and programming and to liaise and obtain feedback from parents and carers.

Throughout my Bedford studies I also gained experience working within Out Of School Hours Care (OOSH) Centre- this includes both vacation/holiday care and before and after school care. OOSH placement involved the care of children 5-12 years and helping the planning and programming of activities and the supervision of children.

Perhaps one of the major advantages of Bedford College is the small interactive class sizes which provide one on-one time with the teacher and promotes interesting and rewarding classroom discussions. I genuinely feel this assisted me in my learning.

On completion of the Bedford studies, I am now looking forward to building on the knowledge and skills gained from the diploma program as I embark on the Bachelor of Teaching (Birth to 5 Years) at Charles Sturt University to commence in the New Year. I feel my time and studies at Bedford have provided me with the building blocks and foundations for a successful career in early childhood education."

*Tim Gillard (Child Care Graduate)*



## Bedford College

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