

2020



COURSE PROSPECTUS

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The Lead Journey

LEAD Childcare began in 2009 when CEO, Nina Hefford, was looking for suitable childcare for her son. Dissatisfied with the childcare centres she visited; Nina set out to create childcare centres that she would be happy to leave her own child in.

10 years on and LEAD Childcare proudly operates in thirteen locations across Queensland, providing care and early years' education for all children.

At LEAD Childcare, they firmly believe children come first. Their inclusive practices are centred around the Reggio Emilia philosophy. LEAD Childcare support individualised learning styles that apply self-directed, experiential learning in "home style" environments.

With this strong link to industry, Lead Institute is focused on creating educators that are not just highly trained but also passionate and have a holistic understanding of early childhood education. Now, Lead Institute is paving the way for quality education, training, and skills development in the Early Childhood Education industry.

Because of our sister-company LEAD Childcare, we are able to provide students access to the best quality practical placement and job opportunities post-graduation, as well as, mentoring and professional development.

At Lead Institute, we support our students to achieve their goals and become participants in an evolving workforce. Through a holistic approach, our students learn through practical and industry exposure; they empower themselves to make a difference; they aspire to create a culture of care and education; and have knowledge and skills to develop as tomorrow's workforce.

Our main goal is to create an environment for students to thrive where we provide the knowledge and skills to succeed and to ensure they have all the tools to enter the workforce and to truly impact lives and create change.

Our students will be the teachers of the next generation and we do not underestimate the importance of this.

At Lead Institute, our philosophy is based around job-ready training. As part of the course, students will gain practical experience by undertaking a hands-on experience in an Early Childhood Education and Care setting and exposing themselves to real world experiences in such settings.

At Lead Institute, we work to change tomorrow.

Learning
Enjoyment
Activity
Development

L
E
A
D
earn
mpower
aspire
develop

Courses

Lead Institute is committed to delivering high quality training within the Early Childhood sector. This means we offer a range of courses suited to professionals looking to develop their skills or upskill in the industry.

Early Childhood

CHC30113 Certificate III in Early Childhood Education and Care

CHC50113 Diploma of Early Childhood Education and Care

CHC30113 Certificate III in Early Childhood and Care



The CHC30113 Certificate III in Early Childhood Education and Care will equip you with a broad understanding of theoretical and practical understanding of planning, implementing, and evaluating early childhood programs. This includes supporting the holistic and individual development of children, and recognising the health, safety, and protection of children.

This course is ideal for those wishing to undertake an entry-level position in an Early Childhood and Care setting.

You will be job-ready with the tools to assist with the design and reflect upon curriculum in line with approved learning frameworks and regulatory requirements.

Students will be required to undertake 120 hours of practical placement to successfully complete this course.

Duration

36 Weeks

Outcomes

Career outcomes upon successful completion of this course include:

- Professional Nanny
- Assistant Educator
- Playgroup Supervisor
- Preschool Aide
- Family Day Care Educator

Modes of Delivery

- On-campus
- External (via Cloud Campus)

Units of Competency

To gain CHC30113 Certificate III in Early Childhood Education and Care, participants are required to competently complete 18 units of competency (15 core and 3 electives).

Core Units

CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCECE001	Develop cultural competence
CHCECE002	Ensure the health and safety of children
CHCECE003	Provide care for children
CHCECE004	Promote and provide healthy food and drinks
CHCECE005	Provide care for babies and toddlers
CHCECE007	Develop positive and respectful relationships with children
CHCECE009	Use an approved learning framework to guide practice
CHCECE010	Support holistic development of children in early childhood
CHCECE011	Provide experiences to support children's play and learning
CHCECE013	Use information about children to inform practice
CHCLEG001	Work legally and ethically
CHCPRT001	Identify and respond to children and young people at risk
HLTAID004	Provide an emergency first aid response in an education and care setting
HLTWHS001	Participate in work health and safety

Elective Units

CHCECE016	Establish and maintain a safe and healthy environment for children
CHCECE006	Support behaviour of children and young people
CHCDIV001	Work with diverse people

Sample Timetable

Week	Monday	Tuesday	Wednesday	Thursday	Friday
1			New Intake Orientation	CHCECE002	CHCECE002
2	Children's Health and Safety		Placement	CHCECE004	CHCECE004
3			Placement	HLTAID004	HLTAID004
4	Placement*				

**full week of placements are allocated every four weeks of the course.*

CHC50113 Diploma of Early Childhood Education and Care



The CHC50113 Diploma of Early Childhood Education and Care will equip you with an extensive of theoretical and practical understanding to design and implement early childhood programs by analysing the emotional, physical, cognitive, and social needs of children.

This course is ideal for those wishing to undertake a leadership role in Early Childhood and Care setting.

Upon completion, you will qualify to conceptualise and implement early childhood education and care programs. You will be job-ready with the tools to design and reflect upon curriculum in line with approved learning frameworks and regulatory requirements.

Students will be required to undertake 240 hours of practical placement to successfully complete this course.

Duration

96 weeks

Outcomes

Career outcomes upon successful completion of this course include:

- Child Care Director
- Lead Educator
- Nominated or Certified Supervisor Coordinator
- Centre Manager
- Child Care Worker

Modes of Delivery

- On-campus
- External (via Cloud Campus)

Units of Competency

To gain CHC50113 Diploma of Early Childhood Education and Care, participants are required to competently complete 28 units of competency (23 core and 5 electives).

Core Units

CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCECE001	Develop cultural competence
CHCECE002	Ensure the health and safety of children
CHCECE003	Provide care for children
CHCECE004	Promote and provide healthy food and drinks
CHCECE005	Provide care for babies and toddlers
CHCECE007	Develop positive and respectful relationships with children
CHCECE009	Use an approved learning framework to guide practice
CHCECE016	Establish and maintain a safe and healthy environment for children
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood
CHCECE018	Nurture creativity in children
CHCECE019	Facilitate compliance in an education and care services
CHCECE020	Establish and implement plans for developing cooperative behaviour
CHCECE021	Implement strategies for the inclusion of all children
CHCECE022	Promote children's agency
CHCECE023	Analyse information to inform learning
CHCECE024	Design and implement the curriculum to foster children's learning and development
CHCECE025	Embed sustainable practices in service operations
CHCECE026	Work in partnership with families to provide appropriate education and care for children
CHCLEG001	Work legally and ethically
CHCPRT001	Identify and respond to children and young people at risk
HLTAID004	Provide an emergency first aid response in an education and care setting
HLTWHS003	Maintain work health and safety

Elective Units

CHCMGT003	Lead the work team
CHCDIV001	Work with diverse people
CHCECE006	Support behaviour of children and young people
CHCECE010	Support the holistic development of children in early childhood
CHCECE013	Use information about children to inform children practice

Sample Timetable

Week	Monday	Tuesday	Wednesday	Thursday	Friday
1	CHCECE002	CHCECE002	New Intake Orientation		
2	CHCECE004	CHCECE004	Placement	Children's Health and Safety	
3	HLTAID004	HLTAID004	Placement		
4	Placement*				

**full week of placements are allocated every four weeks of the course.*

Facilities and Location

About our campus

Our state-of-the-art facility in the heart of Fortitude Valley has been designed and developed to promote student safety and training collaboration.

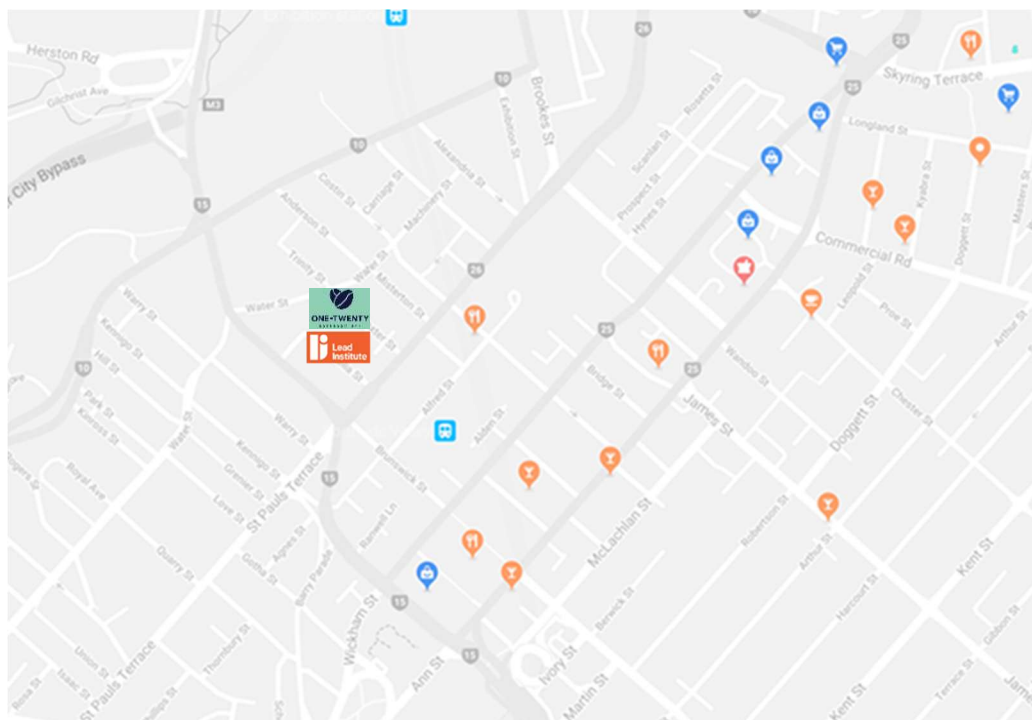
Our building is centred around our students and the learning experience. Spread across the top level, our classrooms are versatile and allow multiple classroom styles to maximise the educational productivity within our courses.

We also have private and group study rooms, as well as, our own coffee shop.

We are located just a quick 5-minute walk from Fortitude Valley train station!

Facilities

- A coffee shop on the ground floor
- Free student Wi-Fi
- Micro Library
- Private and group study rooms
- Large student breakout areas
- Laptop lending service
- Skills training room
- End-of-trip facilities
- Full kitchen



Modes of Delivery

Our courses at Lead Institute are centred around the impact of practical placement on the educational experience.

Our timetables are broken up so that each student has opportunities in their practical placement to apply the fundamentals of the theory taught at our facility.

Practical placement is spread across the entire length of our courses, to allow students to adapt their approaches as they develop their philosophies and relationships with their communities.

For our BSB51918 Diploma of Leadership and Management - we offer a blended delivery to encourage and support students who are working full time or juggling other commitments.

Student Support

Mental Health and Counselling

We have a dedicated Student Welfare Officer who is here to assist you with any support you need. Whether you are struggling to adjust to life in Australia or need help academically we are here to help.

Alumni Group

The Lead Institute Alumni Facebook group connects all Lead Institute students to a global network of alumni. Stay in touch with your classmates, mentors and trainers to keep in the loop with professional development, employment and other training opportunities.

Mentor Program

Lead Institute offers an innovative mentoring program connecting students with those already working in the industry. This enables student's close industry connection, job readiness and more support throughout their studies and career journey. Being mentored is one of the most valuable and effective ways to develop as an educator. Having the guidance, encouragement and support of a trusted and experienced mentor can provide a mentee with a broad range of personal and professional benefits, which ultimately lead to increased opportunity to learn and grow. Lead Institute mentors are taken through a rigorous introductory training to ensure that those who are selected are competent in both early childhood knowledge and supporting students.

Practical Placement



All students are given the opportunity to have complete practical placement at one of our LEAD Childcare centres. Prior to completing placement students will complete an orientation prior to beginning practical placement and will have learnt the skills in the classroom and our skills training room which teaching the hands-on skills in a simulated childcare centre room.

Students will also attend a welcome session at the childcare centre of their choice prior to beginning their practical placement to get familiar with the setting and meet the Centre Director and be placed with a mentor in the centre. Practical placement is a key component of our training which is why we support our students through a mentor program, clear communication and consistent trainer involvement.

Students can also work with their trainer to identify alternative practical placement opportunities if these locations are not suitable. All students must complete practical placement as a requirement of their course.

Students who choose to study BSB51918 Diploma of Leadership and Management are not required to complete practical placement.















Arriving in Brisbane



Weather

Pack a hat and a bottle of sunscreen!

Brisbane is sunshine filled 12 months of the year. Even in winter, you can play in the parks and dine outdoors.

January  21 - 29.8 °C	February  21 - 29.8 °C	March  15 - 25 °C	April  15 - 25 °C
May  15 - 25 °C	June  11 - 21 °C	July  11 - 21 °C	August  11 - 21 °C
September  15 - 25 °C	October  15 - 25 °C	November  15 - 25 °C	December  21 - 29.8 °C

Accommodation

We work with third-party provider – Bedssi, who specialise in student accommodation solutions. Bedssi offers a range of accommodation options to suit your needs:

- Student Accommodation
- Serviced Apartments
- Hotels
- Homestay

For more information, you can visit their website here: www.bedssi.com/find-a-bed

If you don't think Bedssi is for you, or you have organised your own accommodation already, that's okay, too!

Transportation

Depending on where in Brisbane you stay during your time with us, you will have different travel options to get around Brisbane.

You will need to purchase a Brisbane travel card – go card translink.com.au/tickets-and-fares/go-card to use on busses, trains, ferries, and tram services in greater Brisbane, Ipswich, Sunshine Coast, and Gold Coast regions.

You can buy a go card at some convenience stores, selected retailers, Queensland Rail station ticket offices, fare machines at tram stations, and busway stations, and on Brisbane City Council CityCat and ferries.

Medical Help

If you need to see a doctor while you are in Brisbane, you can make an appointment to see a doctor, also known as a general practitioner (GP), at your local medical centre and not the hospital unless it is an emergency.

You should go to a doctor that can send the bill directly to your OSHC insurance provider. This is called “bulk billing” and means you only have to pay the difference between what is owed to the doctor and what your insurance will cover.

GPs can provide help with minor sickness and offer general medical advice.

In cases of a medical emergency, you should immediately go to the emergency department of your nearest hospital.

It is important that you contact your OSHC insurer before being admitted to a private hospital. While private hospitals will still provide you with medical attention, be aware that not all their services will be covered by OSHC and you may have to pay extra for these services.

After-Hours Medical Help and Advice

- **13 HEALTH** [13 43 25 84](tel:13432584)
Phone service available 24 hours a day, 7 days a week (cost of a local call) for all Queenslanders. Qualified health staff can give you advice on symptoms and conditions, who to talk to and how quickly you should act.
The advice is confidential, professional and supportive.

*In an emergency, always dial Triple Zero (000).

- **1300 MH CALL [1300 642255](tel:1300642255)**
Confidential mental health telephone triage service that provides the first point of contact to public mental health services.
1300 MH CALL is available 24 hours a day, 7 days a week and is staffed by trained and experienced professional mental health clinicians
- **Find a health service**
Search on the health services directory to find a hospital/health centre, emergency department, pharmacy, GP clinic, or other services: www.qld.gov.au/health/contacts/service-finder
- **Ambulance**
In an **emergency**, call Triple Zero ([000](tel:000)) and ask for “ambulance”

If it's **not an emergency**, call [13 12 33](tel:131233) to ask for an ambulance. Non-emergencies generally require a doctor's authorisation to arrange the ambulance transport.

Mental Health

Moving to a different country, specially on your own, can be stressful. If you find yourself having financial or accommodation problems, be sure to take a break and don't let it overwhelm you – find someone you trust to talk about your situation.

Making friends through international student communities, will also help give you a support network.

If you still find yourself feeling low or depressed, talk to a staff member to get appropriate information on how to get help.

National Help Lines and Websites

- **1800RESPECT** www.1800respect.org.au
Confidential information, counselling, and support service open 24 hours to support people impacted by sexual assault, domestic, or family violence and abuse.
- **Black Dog Institute** www.blackdoginstitute.org.au
Information on symptoms, treatment, and prevention of depression and bipolar disorder.
- **Carers Australia** www.carersaustralia.com.au
Short-term Counselling and emotional and psychological support services for carers and their families in each state and territory.
- **Embrace Multicultural Mental Health** embracementalhealth.org.au
A national platform for multicultural communities and Australian mental health services to access resources, services, and information in culturally accessible format.
- **Headspace** headspace.org.au
Free online and telephone service that supports young people aged between 12 and 25 and their families going through a tough time
- **Kids Helpline** www.kidshelpline.com.au
A free, private and confidential, telephone, and online counselling service specifically for young people aged between 5 and 25.
- **MensLine Australia** mensline.org.au
A telephone and online support, information, and referral service, helping men to deal with relationship problems in a practical and effective way.
- **Head to Health** headtohealth.gov.au
An innovative website that can help you find free and low-cost, trusted online and phone mental health resources.
- **MindSpot Clinic** mindspot.org.au
An online and telephone clinic providing free assessment and treatment services for Australian adults with anxiety or depression
- **National Aboriginal Community Controlled Health Organisation (NACCHO)** www.naccho.org.au
Aboriginal Community Controlled Health Services and Aboriginal Medical Services in each state and territory.

- **QLife** [www.qlife.org.au](http://www qlife.org.au)
Australia's first nationally-oriented counselling and referral service for LGBTI people. The project provides nation-wide, early intervention, peer supported telephone and web based services to diverse people of all ages experiencing poor mental health, psychological distress, social isolation, discrimination, experiences of being misgendered and/or other social determinants that impact on their health and wellbeing.
- **Relationships Australia** www.relationships.org.au
A Provider of relationship support services for individuals, families, and communities.
- **SANE Australia** www.sane.org
Information about mental illness, treatments, where to go for support and help carers.

Helpful Apps



MyTranslink
official Queensland
Government app
for public transport



Google Maps
Web mapping
service with real-
time traffic
conditions and
route planning



Google Translate
Instantly translate
words, phrases
through typing and
through your
camera



Emergency+
Australian
Emergency
Services



BOM Weather
Bureau of
Meteorology's
weather app



Zomato
Restaurant Finder
and Food Delivery
app



ABC News
Australian
Broadcasting
Corporation News
app



**This is
Queensland**
local tips for
travellers in
Queensland

Contact Us



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Lead Institute



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Lead Institute