

What are these requirements for?

Under the *Education and Care Services National Law*, ACECQA determines and publishes lists of approved qualifications for three types of early childhood educators and teachers under the National Quality Framework (NQF):

- Early childhood teacher
- Diploma level educator
- Certificate III level educator.

ACECQA will assess diploma and certificate III level program applications using the requirements at **Attachment A**, which are grouped into the following areas:

- Qualification level
- Age focus
- Supervised professional experience
- Curriculum content.

If you are concerned that your program may not satisfy our requirements, you can seek general advice from us before lodging your application.

ACECQA approves programs for a **five year period** (unless a program undergoes significant changes during that timeframe). To ensure continuity of delivery, we strongly recommend submitting your application for renewal **at least six months** prior to your current approval expiring.

What happens after an application is submitted to ACECQA?

ACECQA will provide an email acknowledging receipt of the application within **10 working days**.

It is the responsibility of the applicant to ensure the application form is completed appropriately and that all relevant documents have been provided. ACECQA is committed to processing applications within **60 calendar days of receiving a complete application**.

If we need to request additional information or documentation, the application process will be delayed.

ACECQA will provide an email confirming the outcome of an application by email.

Can changes be made to a program after it has been approved by ACECQA?

As long as the proposed changes do not significantly affect the program or student outcomes, ACECQA will consider a request for a minor amendment to an approved program.

A new application will need to be submitted for any significant changes that affect the program or student outcomes, including changes that may mean our requirements are no longer being met.

Can the outcome of ACECQA's assessment be appealed?

ACECQA will consider requests for internal review in limited circumstances. Those circumstances include where the application process has been flawed or unfair, or if we have failed to give weight to special circumstances or facts existing at the time of the assessment.

Complaints about the application process can be made in writing to ACECQA.

If we are unable to resolve your complaint to your satisfaction, you can contact the National Education and Care Services FOI and Privacy Commissioners and Ombudsman.

How can ACECQA be contacted?

Any questions or queries about the application and assessment process can be directed to 1300 422 327 or apply@acecqa.gov.au.

Qualification level	▶ Educational level comparable to at least an Australian diploma level that meets the level 5 qualification type descriptor under the Australian Qualifications Framework (AQF) .				
Age focus	▶ Early childhood education and care qualifications that include curriculum and supervised work placements that cover the age range from birth to five years of age.				
Supervised professional experience	▶ At least 240 hours of work placement in an early childhood setting.				
Curriculum content of qualification	▶ Equivalency will be assessed against the Community Services (CHC) national training packages (Diploma of Early Childhood Education and Care). ACECQA will consider the following four areas in the assessment process:				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Child development and care:</p> <ul style="list-style-type: none"> • Provide care for babies and toddlers • Provide care for children • Develop positive and respectful relationships with children • Establish and maintain a safe and healthy environment for children • Ensure the health and safety of children • Promote and provide healthy food and drinks • Establish and implement plans for developing cooperative behavior • Implement strategies for the inclusion of all children • Foster the holistic development and wellbeing of the child in early child. </td> <td style="width: 50%; vertical-align: top;"> <p>Early childhood professional practice:</p> <ul style="list-style-type: none"> • Promote agency • Identify and respond to children and young people at risk • Provide an emergency first aid response in an education and care setting • Work within a relevant legal and ethical framework • Maintain work health and safety • Facilitate compliance in an education and care service. </td> </tr> <tr> <td style="vertical-align: top;"> <p>Curriculum studies:</p> <ul style="list-style-type: none"> • Use an approved learning framework to guide practice • Design and implement curriculum to foster children's learning and development • Analyse information to inform learning • Nurture creativity in children • Embed sustainable practices in service operations. </td> <td style="vertical-align: top;"> <p>Family and community contexts:</p> <ul style="list-style-type: none"> • Work effectively with Aboriginal and Torres Strait Islander peoples • Work in partnership with families to provide appropriate education and care for children • Develop cultural competence </td> </tr> </table>		<p>Child development and care:</p> <ul style="list-style-type: none"> • Provide care for babies and toddlers • Provide care for children • Develop positive and respectful relationships with children • Establish and maintain a safe and healthy environment for children • Ensure the health and safety of children • Promote and provide healthy food and drinks • Establish and implement plans for developing cooperative behavior • Implement strategies for the inclusion of all children • Foster the holistic development and wellbeing of the child in early child. 	<p>Early childhood professional practice:</p> <ul style="list-style-type: none"> • Promote agency • Identify and respond to children and young people at risk • Provide an emergency first aid response in an education and care setting • Work within a relevant legal and ethical framework • Maintain work health and safety • Facilitate compliance in an education and care service. 	<p>Curriculum studies:</p> <ul style="list-style-type: none"> • Use an approved learning framework to guide practice • Design and implement curriculum to foster children's learning and development • Analyse information to inform learning • Nurture creativity in children • Embed sustainable practices in service operations. 	<p>Family and community contexts:</p> <ul style="list-style-type: none"> • Work effectively with Aboriginal and Torres Strait Islander peoples • Work in partnership with families to provide appropriate education and care for children • Develop cultural competence
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<p>Curriculum studies:</p> <ul style="list-style-type: none"> • Use an approved learning framework to guide practice • Design and implement curriculum to foster children's learning and development • Analyse information to inform learning • Nurture creativity in children • Embed sustainable practices in service operations. 	<p>Family and community contexts:</p> <ul style="list-style-type: none"> • Work effectively with Aboriginal and Torres Strait Islander peoples • Work in partnership with families to provide appropriate education and care for children • Develop cultural competence 				

Qualification level	<ul style="list-style-type: none"> ▶ Educational level comparable to at least an Australian certificate III level that meets the level 3 qualification type descriptor under the Australian Qualifications Framework (AQF).
Age focus	<ul style="list-style-type: none"> ▶ Early childhood education and care qualifications that include curriculum and supervised work placements that cover the age range from birth to five years of age.
Supervised professional experience	<ul style="list-style-type: none"> ▶ At least 120 hours of work placement in an early childhood setting.
Curriculum content of qualification	<ul style="list-style-type: none"> ▶ Equivalency will be assessed against the Community Services (CHC) national training packages (Certificate III in Early Childhood Education and Care). ACECQA will consider the following four areas in the assessment process:
Child development and care: <ul style="list-style-type: none"> • Provide care for babies and toddlers • Provide care for children • Promote and provide healthy food and drinks • Ensure the health and safety of children • Support the holistic development of children in early childhood. 	Early childhood professional practice: <ul style="list-style-type: none"> • Identify and respond to children and young people at risk • Provide an emergency first aid response in an education and care setting • Develop positive and respectful relationships with children • Work within a relevant legal and ethical framework • Participate in work health and safety
Curriculum studies: <ul style="list-style-type: none"> • Use an approved learning framework to guide practice • Provide experiences to support children's play and learning • Use information about children to inform practice. 	Family and community contexts: <ul style="list-style-type: none"> • Work effectively with Aboriginal and Torres Strait Islander peoples • Develop cultural competence