

EARLY YEARS TRAINING CALENDAR

January - June 2021



To enrol, visit
nswfdc.org.au/peak



PEAK Training

Professionalism Education Advancement Knowledge

PEAK Training is a Registered Training Organisation, offering quality training and support to the entire Early Childhood and Middle Years sector. At PEAK Training we're proud of the quality support and training we provide to our students. A team member is always available to assist students, whether that be providing feedback and advice regarding assessments, assistance with the administrative aspect of completing a course or offering flexible payment options.

This training can contribute to your **NESA requirement** of 80 hours of Teacher Identified Professional Development training.

Certificate III in Early Childhood Education and Care (Accredited Training CHC30113)

Always wanted to work with children? Study this nationally recognised qualification online to gain the skills to begin your career as an Early Childhood Educator. This course is the legal minimum requirement for anyone wishing to work in a preschool, long day care centre or family day care service.

Diploma of Early Childhood Education and Care (Accredited Training CHC50113)

Become a leader within the Early Childhood sector. Study this nationally recognised qualification online to gain the skills to begin or boost your career as an Early Childhood Educator. Step into leadership roles such as centre manager, coordinator or room leader.

Have you completed a current Certificate III in Early Childhood? If so, you may have already completed up to 50% of the Diploma. Call us for more information.



"The course and the resources are brilliant. They have helped me in my Family Day Care business more than you would know. I have never studied a course that has helped me so much in the work force."

**Rebecca,
PEAK Training student**

To enrol, go to www.nswfdc.org.au/peak or call **02 9779 9999**

PEAK Training is the training and education arm of NSW Family Day Care Association and is accredited by the Australian Skills Quality Authority (ASQA) and registered under the relevant legislation for RTOs under the 2015 National Standards. (RTO No. 90869)

Fee for Service Training

(Tailored PD to services)

These type of PD sessions are requested by individual services who wish to have specific topics delivered by PEAK Training to a group of educators at specific times -that best suit them- and from their own or designated premises. The delivery of these sessions can be done as face-to-face training or as a webinar. All topics that are offered through our regular Early Years Training Calendar are available. If you have something specific in mind, just ask our team and it could be customised to your needs. A fee different to calendar sessions apply to this type of service.

For more information and conditions of engagement, contact us on (02) 9779 9999 or send an email to professionalservices@nswfdc.org.au.

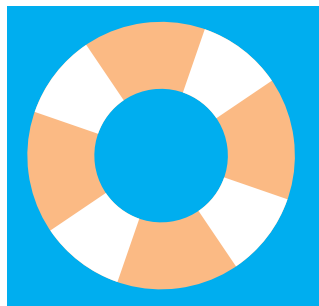
ASSIST!

The support program for children's education and care services

We all know operating a children's education and care service is very complicated and can be a 'lot' of hard work.

NSW Family Day Care Association has been supporting education and care services for the last 40 years. And that is why we have established Assist! – the support program for education and care services. We have specialist experienced advisers that can help you when you need advice and support.

Think of Assist as the program that puts an expert on your team. For more information see our Assist brochure on www.nswfdc.org.au/peak or call 02 9779 9999.



On Demand Webinars

PEAK Training offers recordings of our most popular live webinars. These on-line sessions offer you the opportunity to listen to a webinar at a time that suits you. Unlike calendared sessions 'On Demand' webinars are made accessible when purchased on a working day during business hours 8am-4pm (or next working day if purchased outside business hours or public holidays). You can access these 'On Demand' webinars at your leisure for 5 business days!! You can pause, rewind and forward at any time to go over specific information and take notes to share with your team. Register online and an email will be sent to you with instructions on how to log in along with the PDF handout of the presentation. After viewing you can request a certificate of attendance by clicking on the corresponding button to let us know you have finished viewing. We will then check the system and forward your certificate. Refer to this calendar, to see which webinars are available as on demand webinars.

On Demand Webinars

Available for 5 business days after purchase

Cost: \$35-60
Non-members
\$30-55
Members

Movement & Play (new topic)

QA2: Element 1.3 Healthy Lifestyle

Sometimes educators feel uninspired to plan the outdoor environment for physical play. This session will inspire & motivate educators to support children's physical development by planning for Movement and Play every day!

It's designed to provide participants with awareness and knowledge of children's gross motor skills development through ages 0-6 years and how to support this development through play fun and games.

The session includes ideas and activities for all educators, children and families to become involved. It covers gross motor milestones and age appropriate experiences for each developmental stage.

Suitable for all Australian States and Territories, Level – All



Exploring Risky Play

This session is aimed at exploring our thinking around our role in providing children with opportunities to build independence and resilience whilst experiencing a sense of freedom. In this session we will:

- Begin the conversation about the risks in play
- Identify potential problems of removing risks vs possible benefits of supporting risks in play and,
- Look at how we can support risky play in ECEC environments

Suitable for all Australian States and Territories, Level – All

Wed 5 May 2021

12.30-2.30pm

Live webinar

Wed 30 Jun 2021

7-9pm

Live webinar

Cost: \$60 Non-members

\$55 Members

On Demand Webinar

Available for 5 days after purchase

Cost: \$50 Non-members

\$45 Members

Supporting the Inclusion of Children with Additional Needs

This session focuses on the inclusion of children from a wide range of additional needs into early childhood education and care settings. Presentation also includes a comprehensive overview of the Autism Spectrum Disorder, focusing on understanding particular needs of children diagnosed with this disorder, learning strategies to best support them and knowing where to access support. Points contained are:

- Principles, benefits and barriers to support inclusion
- Strength based practice to support children, families and educators
- Accessing support

Suitable for all Australian States and Territories, Level – All

Mon 8 Mar 2021

1-3pm

Live webinar

Thu 27 May 2021

7-9pm

Live webinar

Cost: \$60 Non-members
\$55 Members

Guiding Children's Behaviour to Attain Self-regulation

This session will focus on positive guidance of children's behaviour from the perspective of social development. We acknowledge that children are learning a complex range of skills and behaviours from birth.

The workshop explores the rights of the child and the importance of building positive relationships with them and their families. It looks at ways of identifying, reviewing and developing strategies surrounding concerning behaviour. You will learn about the importance of promoting positive behaviour by way of setting and applying appropriate limits and expectations to support children to attain self-regulation. Case scenarios will be discussed.

Suitable for all Australian States and Territories, Level – All

Mon 22 Feb 2021

12.30-2.30pm

Live webinar

Thu 22 Apr 2021

7-9pm

Live webinar

Wed 23 Jun 2021

12.30-2.30pm

Live webinar

Cost: \$60 Non-members
\$55 Members

Sustainability in Early Childhood settings

Is it just about growing veggies and sorting waste into recycling bins? Sustainability is a key element of Quality Area 3 of the NQS. This session provides educators with a full range of ideas and practical suggestions to embed sustainable practices within their services. Non-tokenistic practices will ensure a path towards a truly environmentally sustainable environment over time.

Suitable for all Australian States and Territories, Level – All

Tue 2 Mar 2021

12.30-2.30pm

Live webinar

Mon 17 May 2021

7-9pm

Live webinar

Cost: \$60 Non-members
\$55 Members

QIP: An Overview

A meaningful Quality Improvement Plan (QIP) is best informed by a comprehensive review of service practice. This session will discuss the self-assessment process of your service and how to develop achievable goals. It's for anyone involved in developing updating or implementing a services' QIP.

Suitable for all Australian States and Territories, Level – All

QIP Series: The 'See, Say & Show'

A meaningful Quality Improvement Plan (QIP) is a record that identifies a services' goals for quality improvement and notes a plan of action to achieve those goals

In the each of these 1½ hour pre-recorded webinar sessions we offer 'An Overview' as well as examining one Quality Area at a time in more detail. These sessions are for anyone involved in the developing, updating or implementation of a service's QIP.

Session 1: QIP – An Overview

Session 2: QA1 – Educational Program and Practice

Session 3: QA2 – Children's Health & Safety

Session 4: QA3 – Physical Environment

Session 5: QA4 – Staffing Arrangements

Session 6: QA5 – Relationships with Children

Session 7: QA6 – Collaborative Partnerships with Families and Communities

Session 8: QA7 – Governance and Leadership

You can book each Quality Area as individual on-demand webinar sessions.

Suitable for all Australian States and Territories, Level – All

Thu 28 Jan 2021

1-2.30pm

Live webinar

Cost: \$50 Non-members
\$45 Members

On Demand Webinars

Cost: \$50 Non-members
\$45 Members

"I would like to extend a big thank you to the individuals who put together the webinars 'The See, Say & Show' about the quality areas. The training was very comprehensive, practical and easy to follow. In all the sessions I felt very informed and enjoyed every minute of it. I am looking forward to future training with PEAK Training."

**Graziella,
Early Childhood
Teacher**



Work Health and Safety (Refresher)

This session will assist educators to improve their understanding of WHS legal requirements, in particular, risk management. It will assist participants to establish their own systematic approach to managing WHS issues relevant to service requirements and their own workplace.

Key topic areas covered include: overview of WHS legislative responsibilities; elements of a simple WHS management system; risk management; safe work procedures; reporting and investigating hazards and risk controls.

Contains some NSW specific content, Level – All



Participate in Work Health and Safety (Accredited Training HLTWHS001)

This fully-accredited, single unit course will develop educator and management knowledge of WH&S legal requirements and will provide guidance in risk management. You will learn to establish systematic approaches to managing WHS issues.

Key topic areas include: an overview of WHS legislative responsibilities, elements of a simple WHS management system, risk management, safe work procedures, training and supervision, reporting and investigating, common hazards and risk controls.

After full payment, PEAK Training will contact you to complete enrolment.

Contains some NSW specific content, Level – All

Wed 24 Feb 2021

10am-12pm

Live webinar

Thu 29 Apr 2021

7-9pm

Live webinar

Wed 16 Jun 2021

10am-12pm

Live webinar

Cost: \$60 Non-members
\$55 Members

Self-paced Study (online)

Cost: \$180

Child Protection

(Refresher)

This session is designed to provide participants with up-to-date child protection information. Participants will gain a clear understanding of their ethical and legal responsibilities as mandatory reporters. A scenario will be presented and participants will have the opportunity to follow the Mandatory Reporter Guide (MRG) and be part of the discussion. References to the new Child Story Reporter website have been included in this session.

Contains some NSW specific content, Level – All



Community Child Protection

(For non-mandatory reporters only)

As the old proverb says 'It takes a village to raise a child'- Anyone who is concerned about the welfare of children can report it but do you know what to look for? And, if you can identify a child being at risk, are you confident about what to do next?

For the wider community: the content of this session will provide them some knowledge and understanding of child protection.

For Education and Care services: it's a great opportunity to create collaborative partnerships with families enrolled in their service.

- + Play their part in keeping children safe from harm
- + Recognise, make a stand against and break the cycle of abuse and domestic violence.

Suitable for all Australian States and Territories, Level – All

Live webinars:

Thu 4 Feb 2021

7-9pm

Tue 16 Feb 2021

10am-12pm

Thu 4 Mar 2021

7-9pm

Tue 16 Mar 2021

10am-12pm

Wed 31 Mar 2021

7-9pm

Tue 20 Apr 2021

10am-12pm

Thu 6 May 2021

7-9pm

Thu 25 May 2021

10am-12pm

Thu 10 Jun 2021

7-9pm

Tue 29 Jun 2021

10am-12pm

Cost: \$60 Non-members

\$55 Members

On Demand Webinar

Available for 5 days after purchase

Cost: \$25

Identify & Respond to Children & Young People at Risk (Accredited Training CHCPRT001)

Under the NQF, persons in day-to-day charge and nominated supervisors are to have child protection training in order to be in charge of a service. This unit, CHCPRT001, from the CHC Community Services Training Package, meets this requirement. Participants who successfully complete the related assessment task will be issued with a Statement of Attainment for this unit. The training will include an overview of Child Story website and the MRG, requirements for mandatory reporters in NSW, identifying significant harm and risk factors and the provision of child safe environments.

Contains some NSW specific content, Level – All

Self-paced Study (online)

Cost: \$180

Striving for Exceeding

Do you need support in your journey towards an exceeding rating? This course will unpack the three exceeding themes required for services to achieve an Exceeding. We will look at what an assessor may see, discuss and ask for during a visit, and how you can best present your quality practice. Any service can strive for exceeding, and this session will assist educators and management to see their full potential.

Suitable for all Australian States and Territories, Level – All

Tue 27 Apr 2021

12.30-2pm

Live webinar

Thu 3 Jun 2021

7-8.30pm

Live webinar

Cost: \$50 Non-members

\$45 Members

FDC Business Development

Managing the business of Family Day Care is particularly complex and challenging for a FDC Service Provider manager and staff who have had minimum or no business administration experience. These sessions are designed to provide basic business management and development information along with useful tools that can be adapted to suit individual FDC services.

FDC Business Development: Diagnosing the business. The focus of this particular session is on diagnosing the business: why and how to undertake a diagnosis.

FDC Business Development: Preparing the budget. The focus of this particular session is about preparing and monitoring an operational budget that is tailored for your FDC service.

FDC Business Development: Preparing the business plan. The focus of this particular session is preparing a business plan.

Suitable for all Australian States and Territories, Level – All

On Demand Webinars

Available for 5 days after purchase

Cost: Single webinars:

\$35 Non-members

\$30 Members

Complete series:

\$99 Non-members

\$90 Members

Supporting Educational Leaders

During this session we will unpack the role of the Educational Leader, and how to provide your team with the support and guidance of a great mentor! We will look at the responsibilities and requirements of Educational Leaders, and in turn, how they themselves can be supported in their role by different stakeholders. Whether you are already in the role, or working towards becoming an Educational leader, this course will give you the confidence to master the skills required, and overcome the challenges involved. Renew your passion for Early Education and creating meaningful programs.

Suitable for all Australian States and Territories, Level – All

Wed 10 Feb 2021

12.30-2pm
Live webinar

Tue 11 May 2021

7-8.30pm
Live webinar

Cost: \$50 Non-members
\$45 Members

Developing a Successful FDC Educator Business (2 Part Series)

There are wonderful possibilities for Family Day Care educators to run a Children's Education and Care business from home. A good understanding of what constitutes a viable and quality small business is important. We have developed two webinars to assist educators to address both.

Part 1 – Quality

In part 1 we will look at:

- Your service philosophy
- Your own philosophy
- Service policies and procedures
- The Early Childhood Code of Ethics
- The National Quality Standards
- The Australian Education and Care National Law and Regulations
- Compliance information from state and National Governments

Part 2 – Viability

In part 2 we will look at:

- Business planning
- Budget preparation
- Setting fees
- Business related income
- Taxation rules for home-based businesses
- Being lawful & compliant
- Record keeping
- Insurances
- Setting business goals

Suitable for all Australian States and Territories, Level – All

On Demand Webinars

Available for 5 days after purchase

Cost per webinar:

\$50 Non-members
\$45 Members

Dates

Wed 24 Mar 2021

10-11.30am

Live webinar

Mon 10 May 2021

1-2.30pm

Live webinar

Cost: \$50 Non-members

\$45 Members

Maximising QIPs and Self Assessment

Is it time to review your Quality Improvement plan? Are you feeling overwhelmed by such an important document? We will take you through ACECQA's most current QIP template and self assessment template, and ensure you are confident in these documenting processes. Participants of this webinar will receive practical advice and examples of how to utilise these documents to showcase your services strengths and achievements for Assessment and Rating and beyond. Get back on track and organised, and achieve those long awaited goals for future improvements!

Suitable for all Australian States and Territories, Level – All



Session Times

Published session times are NSW state times, however they are selected to work in all State and Territory time zones.

To enrol, go to www.nswfdc.org.au/peak
or call **PEAK Training** on 02 9779 9999

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NSW FAMILY DAY CARE
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