



# chevrontraining

TRAINING TOMORROWS SKILLS TODAY

Prospectus 2012  
Childcare FETAC Level 5

 LoCall 1890 252 647  
Lines Open 9am-9pm Mon-Sun

 [facebook.com/chevrongroup](https://www.facebook.com/chevrongroup)



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# Vision Statement

Chevron Training is passionate about training and it shows. Training enriches the lives of those who commit to it. Training fosters growth and facilitates change.

Training makes a difference when high standards are set. High standards require high quality trainers as training is a craft. We only employ subject experts who combine first class technical understanding and practical, hands-on work experience with excellent communication skills.

Learner satisfaction is our focus; competent and committed staff, combined with the utilisation of state of the art I.T. and business systems are the means by which we achieve this goal.

We constantly want to do things better in Chevron Training. This continuous improvement ethos is achieved by the rigorous reporting of our business activities on a daily and weekly basis. What is measured is managed.



# Company Profile

Chevron Training is a multi-award winning company (Winner of Business of the Year and Best Training Company at the Wexford Business Awards 2010) and it is also one of the largest private training providers in Ireland.

Established in 2005, we are a multi-accredited provider, as demonstrated by our delivery of FETAC, ERS, Blueflame and ITC (Infrared Training Center) certified programmes. All of our courses provide a comprehensive focus on the practical element of the training, which ensures that our learners develop a skillset which is highly sought by employers.

Chevron employs quality assurance procedures for each of our certification bodies. All our trainers are subject experts and have substantial industry experience. They hold a FÁS recognised Train the Trainer qualification.

Chevron Training has delivered FETAC accredited care courses to more than 1000 learners in the last two years.

We have delivered these courses in the environment which optimally facilitates the transfer of knowledge and skills to attain the qualification. Our distance learning courses allow the student to complete the programme at their own convenience where they can avail of online support from one of our highly qualified trainers.



# Structure of the Programme

Chevron Training's FETAC Level 5 Certificate in Childcare programme provides learners with the knowledge and skills to work effectively within any childcare setting.

This award is obtained upon completion of 8 modules which have been developed to ensure that learners are appropriately prepared for a career in childcare.

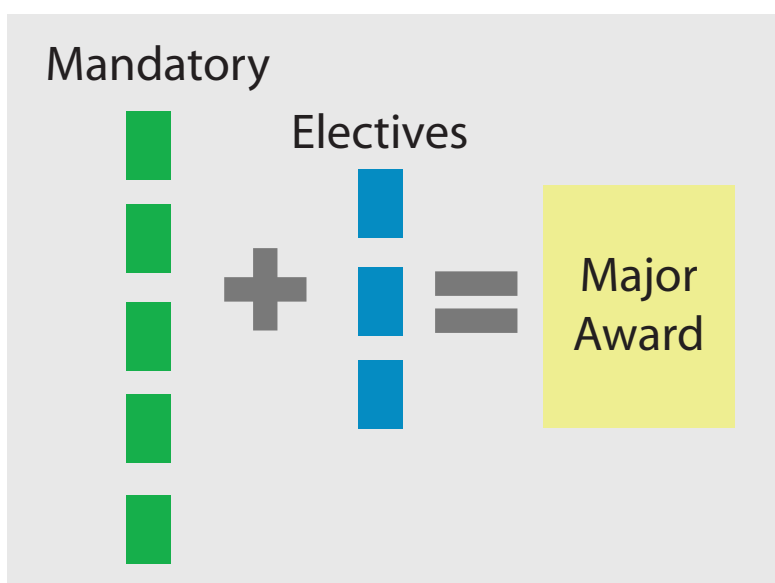
## Modules

*Learners must complete the following mandatory modules:*

- Caring for Children
- Child Development
- Early Childhood Education
- Working in Childcare
- Communications
- Work Experience

*Learners must also complete 2 of the following elective modules:*

- After School Care
- Social Studies
- Youth Work

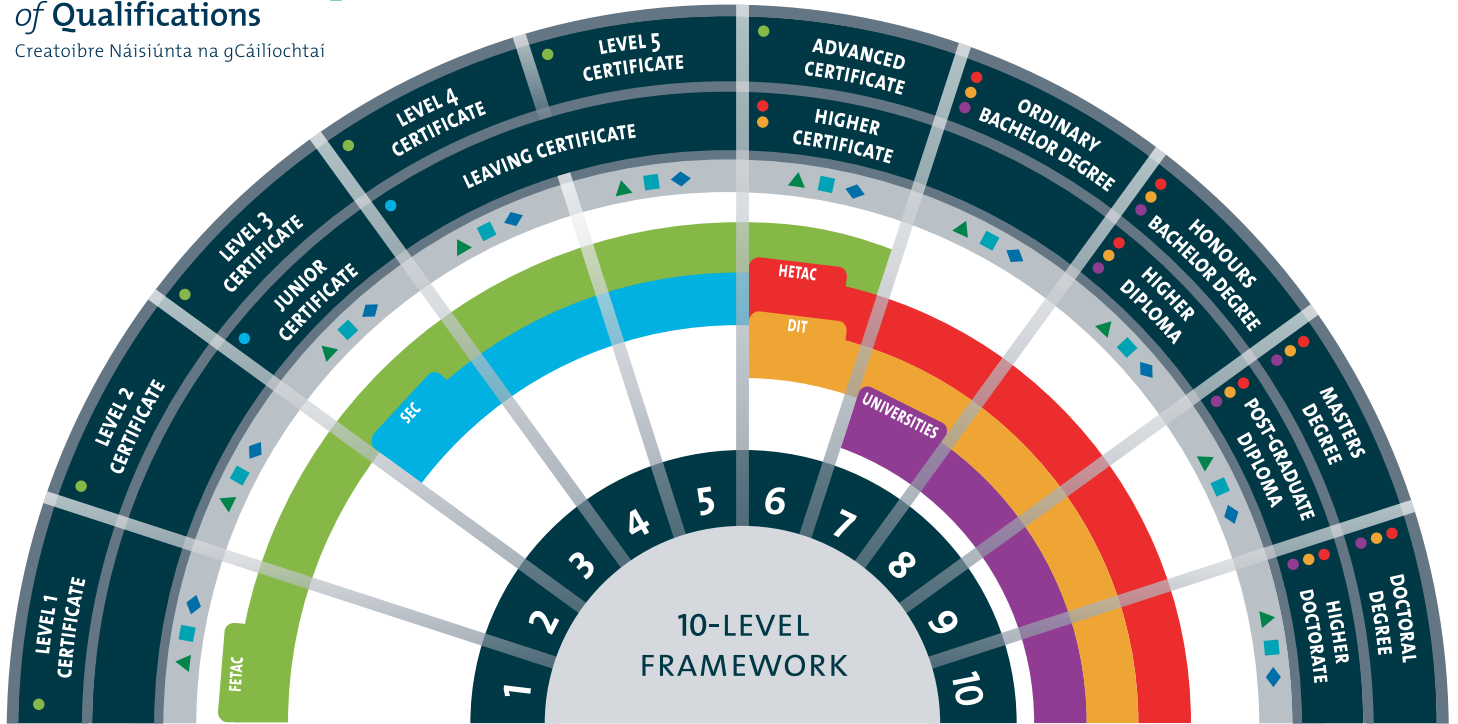


## Delivery Method

Learners can access our childcare courses online. The specifics of this flexible and interactive delivery method are outlined in the following section.

## Awards

Learners who complete each module will receive a component certificate and upon the successful completion of 8 modules, learners will be awarded a major certificate in childcare. This qualification appears at Level 5 on the National Framework of Qualifications.



## KEY

- FETAC - Further Education and Training Awards Council
- ▲ SEC - State Examinations Commission (*Department of Education & Science*)
- HETAC - Higher Education and Training Awards Council
- ◆ DIT - Dublin Institute of Technology
- Universities

## AWARDS IN THE FRAMEWORK

There are four types of award in the National Framework of Qualifications:

- ◐ Major Awards: are the principal class of awards made at a level
- ▲ Minor Awards: are for partial completion of the outcomes for a Major Award
- Supplemental Awards: are for learning that is additional to a Major Award
- ◆ Special Purpose Awards: are for relatively narrow or purpose-specific achievement

## Entry Requirements

Learners that have completed the Leaving Certificate or a Level 4 certificate or have relevant life or work experience are eligible to participate on this programme.

## Price

The cost of completing the full major award is €1495. Chevron Training offer an easy payment option whereby learners can pay three installments of €499.

Learners can also complete individual modules for €295.



# Online Delivery

Chevron Training's childcare courses can all be completed through our distance learning with online support delivery method.

Each learner is issued with an email consisting of a username and password to access the course materials so they can complete the course at their convenience. It approximately takes 30-40 hours to complete these courses online, however, learners will have 2 months to complete each module. It is possible for learners to complete these modules within two weeks if they allocate the necessary time to each module.

For any difficulties which may arise during the course you can call one of our highly qualified lecturers who will assist you with any queries relating to the course content and in addition to this you will also be assigned an online tutor who will answer any questions you may have in relation to the course. The online forums offer additional support to our learners as our trainers will answer all the questions which are posted on the forum.

Each learner will complete the assessments which are required to attain the FETAC Level 5 award.

This has proven to be a popular delivery method with our childcare students as the flexible nature of this course allows them to study the content at a time and in an environment which suits them. The availability of trainers to answer specific questions about the syllabus ensures that learners have access to the necessary support to successfully complete the course.



# Chevron Training is a FETAC accredited provider



## Quality Assurance Agreement *Comhaontú Dhearbhú Cáilíochta*

The procedures developed by the named provider to assure the quality of its programmes and services have been agreed with FETAC. The named provider is now registered to offer programmes leading to FETAC awards.

*Chevron Training & Development Ltd.*

*Tá na nósanna imeachta atá forbartha ag an soláthróir ainmnithe chun cáilíocht a chuid clár agus a chuid seirbhísí a dhearbhú comhaontaithe le FETAC. Tá an soláthróir ainmnithe cláraithe anois chun cláir a thairiscint as a leanfaidh dámhachtaini FETAC.*

*Deireadh Fómhair 2005*

*John O'Leary*  
Chair FETAC  
Comhairle na hOideachtais agus Clárúcháin

*Stuart McHugh*  
Chief Executive, FETAC  
Ceanncheannairc, FETAC

# Caring for Children

## Course Objectives

- Understand the responsibilities involved in caring for children
- Care for the physical needs of children from 0-6 years
- Promote good practice in caring for children
- Maintain an environment for children that is healthy, hygienic and safe.

## Course Syllabus

- Safety
- Health
- Feeding Babies and Children
- Nappy Changing and Toileting

## Certification

FETAC Level 5 Component  
Certificate in Caring for  
Children



# Child Development

## Course Objectives

- Recognise the capabilities and potential of the individual child across all domains of development
- Carry out observation and evaluation techniques, and understand their implications for practice
- Understand the influence of genetic, social, cultural and environmental factors on the overall development of the child
- Understand the interdependency of all domains of development
- Critically reflect on child development theory and its impact on early childhood education and care practice.

## Course Syllabus

- The Physical Child
- The Thinking Child
- The Social and Emotional Child
- Observation
- The Whole Child

## Certification

FETAC Level 5 Component  
Certificate in Child  
Development



# Early Childhood Education

## Course Objectives

- Understand the types and stages of play in child development
- Understand the integrated nature of play and child development
- Explore the benefits of play for children
- Plan, implement and evaluate a range of play activities appropriate to different stages of children's development
- Understand the role and responsibility of the childcare worker when playing with children.

## Course Syllabus

- Understanding Play
- Play Activities
- Toy Games and Play Equipment

## Certification

FETAC Level 5 Component  
Certificate in Early Childhood  
Education



# Working in Childcare

## Course Objectives

- Be aware of the history and current status of childcare provision in Ireland
- Recognise the importance of certain personal qualities and values for those working with children
- Understand the entitlements and responsibilities of a childcare employee
- Appreciate the need for continuing professional development in childcare, drawing on personal reflection and experience
- Promote equality of opportunity and respect for diversity in the childcare setting
- Appreciate the importance of working effectively with parents and as part of a childcare team.

## Course Syllabus

- Overview: Working in Childcare
- Legislation
- Working with Parents
- Relating to Parents, Children and the Childcare Team
- Personal Reflection

## Certification

FETAC Level 5 Component  
Certificate in Working in  
Childcare



# Communications

## Course Objectives

- Acquire communication skills necessary for personal and professional development
- Understand the principles of communication
- Develop skills to convey and interpret communicative messages in writing, orally and visually
- Understand the role of technology in modern communication and its application in personal and vocational life

## Course Syllabus

- Communications theory
- The importance of effective communication skills
- Listening behaviours
- Communication techniques for personal and professional scenarios
- Effective participation in formal meetings
- Efficient reading practices
- Media communication
- Non Verbal communication techniques
- Body Language
- The role of perception in the communication process
- Visual aids as a communicative device
- Communication and Information Technology
- Relevant legislation e.g. Freedom of Information Act

Certification

FETAC Level 5 Component  
Certificate in  
Communications



# Work Experience

## Course Objectives

- Develop a critical awareness of the changing nature of work
- Apply best practices and procedures within a childcare setting
- Plan and organise work within the childcare environment
- Develop the capability to overcome personal and professional challenges in the workplace
- Develop an awareness of possible employment opportunities within the childcare sector and vocational life

## Course Syllabus

- Objectives of work placements
- Planning and preparation procedures for work experience
- Compilation of necessary documents e.g. CV and Letter of Application
- Employment opportunities within the childcare sector
- Effective communication methods in the workplace
- Rights and responsibilities of employers and employees in the childcare sector
- The changing nature of childcare work
- Effective personal skills within a childcare setting
- Demonstrating professional competence within a childcare environment
- Supporting personal integration in the workplace
- Application of methods to overcome any personal or professional challenges in the workplace
- Evaluation of personal performance within the childcare setting

## Certification

FETAC Level 5 Component  
Certificate in Work  
Experience



# After School Care

## Course Objectives

- Understand the role and responsibilities of the childcare worker in an after school facility
- Appreciate the personal skills required to be an effective carer for children aged between four and twelve years
- Identify and respond effectively to children's needs in an after school facility
- Identify the importance of play activities in the development of the child (4-12 yrs)
- Plan, implement and evaluate activities appropriate for an after school facility
- Display knowledge and understanding of the legislation relevant to working in an after school facility.

## Course Syllabus

- Equal Opportunities and Child Development
- Personal skills and Communication skills
- Social and Emotional Development (4-12yrs)
- Working with children (4-12 yrs)
- Legislation relevant to an after school care facility

## Certification

FETAC Level 5 Component Certificate in After School Care



# Social Studies

## Course Objectives

- Develop an understanding about sociological concepts
- Identify the principal economic, cultural and social structures that make up a modern society
- Develop effective research skills
- Critically examine social issues within the childcare sector

## Course Syllabus

- Socialisation process
- Agencies of Socialisation
- Social strata in modern Ireland
- Discrimination within society
- The changing nature of the family unit
- Qualitative and quantitative research methods
- Extracting data for research purposes
- Documenting and drawing conclusions from research analysis
- Social service provision for children
- Health care provision for children
- Education provision for children
- Child abuse
- Legislative framework for the protection of children
- Role and responsibility of the childcare worker in disclosing child abuse



## Certification

FETAC Level 5 Component  
Certificate in Social Studies

# Youth Work

## Course Objectives

- Appreciate the historical context of youth work in Ireland
- Be familiar with youth work policy developments
- Be familiar with the structures of youth services in Ireland
- Understand the nature and purpose of youth work
- Appreciate the values which underpin youth work
- Acquire knowledge of common approaches to youth work
- Be familiar with some current issues in youth work

## Course Syllabus

- Context of Youth Work
- Youth Work issues and approaches
- Youth Work organisations

## Certification

FETAC Level 5 Component  
Certificate in Youth Work



# Frequently Asked Questions

## **When does the course commence?**

As soon as you receive your username and password, you can gain access to our online course. Learners may access the online course at anytime throughout the year.

## **How long will it take to complete the course?**

Students have 2 months to complete each module, however, the flexibility of the online course allows students to complete it at a pace that suits them. Some students have been able to complete a module within a few weeks.

## **What is the price of the course?**

The total price to complete all 8 modules is €1495. Chevron Training offers an easy payment option where learners can pay 3 installments of €499.

## **Can I complete individual modules?**

Yes, learners can complete individual modules. Each module is priced at €295.

## **What certificate will I be awarded on completion of the course?**

Upon completion of each individual module, learners will receive a FETAC Level 5 component certificate for that module. Upon completion of all 8 modules, learners will receive a FETAC Level 5 (Major) Certificate in Childcare.

## **Do I have to go into a classroom at any stage?**

All course materials are available online, however learners will be required to go to a classroom to complete the exam for 3 modules: Caring for Children, Child Development and Social Studies.

## **When will the exams take place?**

The classroom exams will take place over a half day on a Saturday or Sunday in a classroom location in Cork or Dublin. These are scheduled every two months.

## **I have completed some of the minor awards with another training provider, can I complete the remaining modules with Chevron Training and still receive the major award?**

Yes, you can complete the remaining modules with Chevron Training. You will be awarded a component certificate for each module you complete with Chevron Training and upon completion of the 8 component certificates, you will be issued with the major award.

## **Can I access a demo of the online course?**

Yes, to obtain a free trial of our online course, please contact the office and we will issue you with a username and password which will provide you with access to our online course.

## **How do I book a place on this course?**

Please contact Chevron Training on Lo-Call 1890 252 647 where one of our training consultants will book you onto the course. Our training consultants will also be able to answer any additional questions that you may have about the programme.



# Testimonials

“I really appreciate the very professional way that everything was done during my involvement with Chevron Training and I would like to say a big thank you to the team”.

“This course met all of my expectations and more. The instructor is a competent and enthusiastic trainer who kept my interest and attention right to the end of the course. The reading material was laid out very well in easy to follow format. I have no hesitation in recommending your course to others who need to acquire this very beneficial skill”.

“The tutor’s knowledge and experience is vast and very relevant to the message being portrayed. My experience of dealing with your firm is that you are a very professional organisation with a very strong customer care ethic”

“I thought the course was excellent and all the course material was covered in a very comprehensive manner. Particular attention was paid to the development of practical childcare skills”.

“I found the course to be very informative as it provided me with skills that can be applied in real life work scenarios”







