



ECEC AND SAC SECTORS SKILLS PLAN

Minutes of Roundtable

Date	5 th March 2014	
Location	The Grange, Campbell Town	
Time	1.00 – 3.00pm	
Present	<p>Project Officer - Roger O’Meagher Steering Committee – Chris Symons (ECA Tas), Annette Barwick (ECA Tas) Advisory Committee – T&PDRG – Una Lalagavesi (Discovery), Kelly Ashton (Lipscombe), Rebecca Hayes (Gowrie), Wendy Richards (Wynyard Children’s Services), Shirley Kelly (Blackmans Bay), Tanya Greenwood (St Mary’s Child Care Centre), Robyn Horner (Clarence Children’s Services) Guest speakers- RTO Representatives – Chris Mayfield (Stepping Ahead), Jane Mulder (Centacare Tasmania Wilson Training), April Bradford (Campbell Page), Sherylyn Brakey (TasTAFE), Annie Saunders (TasTAFE)</p>	
Apologies	<p>Steering Committee – Jo Walsh, Linda Seaborn Advisory Committee – Helen Miller (ECU) T&PDRG – Janelle Brennan (KFDC), Aileen Brett (Elanora), Kathy Cripps (Gowrie), Susan Tuck (Abacus), Michelle Beakley (Care Bears) RTOs – Jane Jakimowvic (GYC), Kimbilli Johnston (Ashley Institute), Jan Duncan (Stepping Ahead), Bronwyn Tamplin (Goodstart Institute)</p>	
Item	Discussion	Follow Up / Next Steps
1. Welcome	Roger welcomed participants and thanked them for coming	
2. Skills Plan Update	Roger distributed a printed report for RTOs covering Skills Plan updates presented to the morning meeting and invited RTOs to seek further information from him if required. Career brochures were distributed	
3. General Information to Roundtable	E-Validation – Skills Tasmania are keen to work across the sector & with RTOs to extend the smart e-validation of assessment work that was conducted as part of the National VET E-Learning strategy. At this stage Skills Tas need to iron out a few IT issues before they formally call for participants. It is expected that the project will only focus on students enrolled in the new training package, a couple of validations sessions will be run and participants will provide feedback that will help to make the project sustainable. Lisa Punshon is the project officer. The Roundtable agreed that they would like to be part of the project.	Roger will confirm with Lisa that there is support. Roger will email out any additional information Lisa provides.

	<p>Career awareness Program – RTOs (& services) have been invited to contribute to the planning and running of the program in the South & the extension of the program to the North & North West. Guaranteeing Futures hope to have the program running in the second half of the year.</p> <p>Mapping Documents – Mapping of Cert 111 and Diploma units was completed in Oct/Nov 2013.</p> <p>Mentoring Australian Apprentices Program (MAAP) – Roger brought information about this mentoring program for those currently training and those who might begin school based apprenticeships. Brett Geeves from MAAP is happy to come and talk to a group. The meeting agreed to see if Brett could speak at a future Roundtable. Roger can email a PDF of the brochure to those that are interested.</p> <p>Industry Roundtables National Outcomes Report – Roger told the meeting that he had a copy of this report. It was agreed that it would be emailed out with the minutes, rather than being shared with the group.</p>	<p>RTOs will email Roger if they would like to participate</p> <p>RTOs can request copies of these to be emailed to them</p> <p>Roger will contact Brett about availability.</p>
<p>3. Work effectively with Aborigines &/or Torres Strait Islanders – unit update</p>	<p>Annette updated the group. At this stage the Tasmanian Aboriginal Centre are in the planning stages for delivery of this unit and need to know which RTOs will use the TAC for delivery of this unit and how many students they anticipate enrolling in 2014. RTOs that use the TAC will set up a Memorandum of Understanding with the TAC to deliver for them. The TAC is hoping to run sessions with between 15-20 students so that participants gain optimal benefit.</p> <p>April informed the group that Campbell Page has their own Aboriginal Centre and trainers in NSW and that they are most likely going to use them to deliver the unit.</p> <p>ECA will promote the TAC course as best practice.</p>	<p>Roger to email all RTOs requesting they express interest in using the TAC & no of enrolments.</p> <p>RTOs to email Roger with their expected enrolments by the end of March</p>
<p>4. Selection Procedures for Traineeships</p>	<p>At the last Roundtable selection procedures for trainees (particularly diploma students) was raised. The group discussed the possibility of having a sector wide Language, Literacy, Numeracy screening tool developed. This could be used by the sector, as a self screening tool for potential trainees and college students, by RTOs when selecting students and by RTOs and services to identify what support they need to provide trainees/educators. The purpose of the tool would not be to discourage trainees or educators or to deselect potentially good educators, in these instances it would be used to plan for their future support.</p> <p>The meeting agreed that it would be beneficial to develop a base line tool that could then be modified by services & RTOs as needed.</p> <p>Roger informed the meeting that this has been an identified possible project for the ‘Communicating with Families’ project. Roger agreed to pursue this.</p>	<p>Roger has already spoken with Anne the ALSO for the project & between them they hope to develop a draft tool by the next Roundtable.</p>

<p>5. RPL & Advanced Diploma</p>	<p>The T&PDRG had asked the following question before the Roundtable meeting - <i>‘Does the RPL initiative include the advanced diploma as this course will not exist in its current form any more?’</i></p> <p>The following response which came via the Federal Department of Education <i>‘Currently, if we receive a request for a grant under the RPL Initiative to undertake the advanced diploma in Children’s Services, we will accept the application if the RTO has the qualification on scope on the National Training Register.</i></p> <p><u><i>More detailed advice in relation to this enquiry</i></u> <i>While CHC60208 Advanced Diploma in Children’s Services is currently listed as a superseded course on the National Training Register (training.gov.au), it will not be replaced and our understanding is that it will become deleted from the register.</i></p> <p><i>A search of the qualification provides a list of RTOs that are currently offering the course but given that it can take up to 18 months or longer to complete the course, educators enrolling in the course during 2014 may conceivably not complete it before it becomes deleted from the Register.</i></p> <p><i>Advice from the Community Services and Health Industry Council, which summarises the General Directions on Transition and Teach Out Information (attached) as provided by the Australian Skills Quality Authority (ASQA), effective on 1 January 2014, is as follows:</i></p> <p><i>“We are in a teach out period – For deleted qualifications (the advanced diploma in children’s services):</i></p> <ul style="list-style-type: none"> <i>• From the date that the qualification has been deleted on training.gov.au, the qualification is automatically removed from the RTO’s scope and the RTO can no longer enrol students into that qualification.</i> <i>• Students enrolled in this qualification have the 18 months to complete this qualification and if they cannot they must be issued a testamur for what they have done and transferred to a new qualification, unit or course or to a new RTO.”</i> <p><i>With regard to educators undertaking the Advanced Diploma – while technically this is still on offer by some TAFEs and RTOs - our concern is that as this is a qualification is to be discontinued it is important for educators to consider whether there is an advantage in undertaking this qualification. Perhaps they may wish to consider whether their career would be more advantaged by articulating into a Bachelor of Early Childhood Education course.’</i></p>	
<p>6. Issues from the sector</p>	<p>Questions raised by the group:</p> <p>-Will there be additional service visits to cater for increased training for new qualifications?</p> <p>No additional visits are mandated but RTOs agreed that they would do additional visits if the need was there.</p>	

- Could RTOs provide communication around roll out of new qualifications and plans for gap training?

Wilson Training – New qual on scope & starting to deliver. Utilising McGraw Hill resources.

Stepping Ahead – on scope, in teach out until the end of May. Mapping tool being used, units decided that need to be re-taught. Utilising McGraw Hill resources.

Campbell Page – Cert 111 on scope, diploma not yet. Utilising McGraw Hill resources. In teach out until the end of May. Diploma teach out for a group until the end of the year. Utilising McGraw Hill resources.

TasTAFE – Cert 111 & Diploma on scope, classes started, gap assessment in place to transfer students across who haven't completed. In the NW gap training started for Diploma. Flexi online for Cert 111 has started, diploma to follow soon. Additional staff support is being used to assist with students completing. Utilising McGraw Hill resources. Cert 111 for pre employment has a provision of 12 months teaching time (up from 9 months) and Diploma 2 year teaching provision (up from 18 months).

Roundtable requested that the electives newsletter that outlines the electives 'recommended by the roundtable' be sent again to RTOs

- Why are many prac placements not occurring in a block? The concern is that it makes it very difficult for services to know when students are turning up.

There are many reasons why this can occur, including students being part time and the availability of trainers to make visits.

- The sector appreciates the engagement & discussions with RTOs and can see the benefits of doing it. However there is some concern that some of the discussions had are not filtering down to trainers who don't attend the Roundtables. What can we do to improve this?

RTOs recognise this difficulty and said that they do try to share information. TasTAFE are running a morning tea soon for services, including FDC to share information around the new training package. Questions like this one will also be addressed. Invites for this came out on the 5th March.

- Services would like to know who's supervising their students and if this changes to be notified. The concern is that if leaders have questions they want to raise with trainers they often do not know who to talk to

Annie from TasTAFE confirmed that she will speak to ECTs about ensuring their teachers are communicating with centre leaders. The meeting agreed that this is particularly important if a service has concerns about a trainee. April mentioned that students sometimes aren't aware of who their supervisor is and that this can occur if staff have left or are based in a different service location. It was agreed that improved communication between all parties will help with these sorts of problems.

Roger to re-email newsletter

Roger can include any trainers in his contact list. They can receive newsletters & minutes of the Roundtable. Please pass any email addresses onto him

7. AOB

Vocational Competence – TasTAFE asked what other RTOs are doing to meet this requirement. The meeting agreed that:

- documentation for trainers & assessors is very important
- you must keep evidence and demonstrate how you gained knowledge
- articulate how you have maintained relationships with services
- record professional reading
- link to performance appraisals

Meeting finished at 2.20

The next meeting is scheduled for June 4th 2014