AWCC Summary of latest Australian Skills Quality Authority (ASQA) audit.

Audit date: 10th April 2014

Qualifications audited:

- CHC30712 Certificate III in Children’s Services,
- CHC30113 Certificate III in Early Childhood Education and Care,
- CHC50908 Diploma of Children’s Services (Early childhood education and care), and
- CHC50113 Diploma of Early Childhood Education and Care.

Audit Outcomes:

Summary of audits points made and confirmation that each of these has been subsequentially rectified and acknowledged as such by ASQA.

**SNR 15**

AWCC has not submitted evidence of industry consultation for each of the CHC30113 Certificate III in Early Childhood Education and Care and CHC50113 Diploma of Early Childhood Education and Care. (Now compliant)

An unsigned memorandum of understanding between AWCC and Parasol (i.e. the service provider) for the delivery and assessment of the HLTAID004 Provide an emergency first aid response in an education and care setting was submitted. (Now compliant)

One section of the form is headed Qualifications/Certificates and Experience however this section only records details of qualifications and training and does not collect information regarding experience. (Now compliant)

‘Staff Recruitment Policy… and Staff Records Policy’; Neither policy requires referee checks to be documented or retained. (Now compliant)

Staff Records Policy’ - There was no evidence submitted that AWCC’s process for ensuring that records are kept to demonstrate that its trainers/assessors maintain their vocational competence has been implemented. (Now compliant)

There was no evidence submitted that the AWCC’s process for ensuring that trainers/assessors possess current industry skills has been implemented. (Now compliant)

There was no evidence submitted that the AWCC’s process for ensuring that trainers/assessors continue to develop their trainer and assessor competence has been implemented. (Now compliant)

AWCC did not submit evidence that it had reviewed and amended assessment tools for:

- CHCIC301E Interact effectively with children (Now compliant)
- CHCPR301C Provide experiences to support children’s play and learning (Now compliant)
- CHCECE003 Provide care for children (Now compliant)
- CHCECE004 Promote and provide healthy food and drinks (Now compliant)
CHCCN511B Establish & maintain a safe & healthy environment for children  
(Now compliant)

CHCPR502E Organise experiences to facilitate & enhance children’s development.  
(Now compliant)

AWCC did not submit evidence that it had validated the assessment tools for CHCECE004 
Promote and provide healthy food and drinks.  
(Now compliant)

AWCC did not submit evidence that it had developed and documented assessment tools for:  
CHCECE026 Work in partnership with families to provide appropriate education and care for children  
(Now compliant)

CHCECE005 Provide care for babies and toddlers.  
(Now compliant)

SNR 16

AWCC has not developed criteria that it can apply to evaluate the suitability of worksites it 
proposes to use for work placement. Therefore AWCC is unable to:

- ensure that each of the proposed worksites has been consistently and reliably 
  assessed for suitability  
  (Now compliant)

- ensure that the requirements for the training and assessment that is to be undertaken 
  in the workplace can be addressed.  
  (Now compliant)

SNR 18  
(Compliant)

SNR 23

The statement of attainment register (January – April 2014 and Axcellerate versions) is not 
an accurate record of the statements of attainment issued to students; it records details by 
qualification code and title and not by unit of competency. Therefore it is unclear how 
information pertaining to the specific statement of attainment issued to a student can be 
accessed.  
(Now compliant)

AWCC has not demonstrated that it maintains a statement of attainment register in a form 
that would enable the details for any statement/s issued to a student (i.e. unit/s of 
competency) to be accurately identified.  
(Now compliant)

Authorised by:

Rodney Wangman
Chief Executive Officer
5th November 2014