Tertiary and Vocational Education Commission

National Competency Standards and Curriculum For General Child Care

NVQ Level 4

Course Synopsis

This course is designed to introduce students to careers in the field of General Child Care. It provides basic competencies related to Child Development, Care of Children, Recognizing and Responding to the needs of Children, Health and Nutrition requirements, Child Rights and Professional Ethics of Child Care, Care of Children with disabilities, fostering stimulating and inclusive environments and establish positive relationships with parents and service providers.

Course Title	Course Duration
General Child Care – NVQ Level 4	**06 months institutional + 6 months OJT**
Objectives and Career Paths available following completion of the course	

Primarily the curriculum purports to contribute towards strengthening and further professionalizing Child Care Child Protection related services of the country. This is aimed to be achieved by developing the knowledge, skills and attitudes of Child Care Providers currently engaged in Child Care Services. The second and equally significant aim is to open new career paths in General Child Care for young people who have left school at upper secondary level.

The course is for 6 months of institutional training which will be followed by further six months On-the-Job Training (OJT) in the relevant field, during which students must maintain records and prepare a portfolio of the work they do.

Possible career paths, following further study, for those obtaining this qualification are

- Day care center Assistant
- Pre School Assistant
- Early Childhood Teacher
- Infant care Teacher
  Or as an entrepreneur in the field

Competencies / modules to be covered

1. Introduction to Child Development

On completion of this module the trainee will be able to perform age and developmentally appropriate tasks to assist children in their holistic development.

2. Providing Care for Babies and Toddlers

On completion of this module the trainee will be able to provide care for infants and toddlers by understanding their cues and responding to the hygiene, nutrition and rest needs appropriately.

3. Recognizing and Responding Children's Needs

On completion of this module the trainee will be able to identify individual differences of children, strengths and difficulties of children, physiological, psychological and sociological needs of infancy and childhood and adequate intervention of care giver for fulfilling child's needs.

4. Diversity of Adolescent Development

On completing this module the trainees will be able to identify and define the basic biological, physical and psychological changes of adolescence, basic differences of normal and abnormal adolescent development, developmental concerns specific to this group and difficulties faced by this group.

5. Caring of Children with Disabilities

On completing this module trainees will be able to acquire a basic understanding of the concept of disability, establish and maintain a positive relationship with children with disabilities, provide appropriate assistance to children with disabilities, encourage children with disabilities to be independent and have positive social interactions and recognize need for emergency preparedness, professional care/additional support to address conditions arising from disabilities.

6. Effective Communication with Children

On completion of this module trainees will be able to understand ways of preparing themselves for effective communicating with children, recognize the importance of child communication as a powerful conduit and medium in communication and modeling and developing skills to use diverse and appropriate material, tools and methods to communicate with children.

7. Fostering Stimulating and Inclusive environment for Children

On completion of this module trainees will be able to understand the areas in which children can be supported to learn and develop and the ways in which care providers can facilitate opportunities to achieve this, design and conduct stimulating activities for children, identify age appropriate stimulating toys/play materials and facilitate inclusive spaces for creative activities.

8. Health, Nutrition requirements and Child Protection

On completion of this module trainees will be able to acquire basic knowledge and skills on age appropriate nutrition and health requirement of children and adolescents, personal hygiene and sanitation practices, health related emergencies and first aid, key concepts of child protection, and the difference between child protection and child safeguarding, talk to a child who has faced abuse, importance of referral, relevant processes.

9. Child Rights and Professional Ethics of Childcare

On completion of this module trainees will acquire basic knowledge on child rights as enshrined in the UNCRC, with special focus on care settings such as participation, freedom of expression, survival and development, best interests of the child, non-discrimination, rights of children with disabilities, adequate standard of living, protection from violence and abuse, practice of language and religion, and relaxation and play, skills to enable the application of child rights in practice, application of professional ethics in childcare including measures for child safeguarding, organizational codes of ethics and child safeguarding policies and importance of referral, relevant processes and services.

10. Physical environment of Child Care facility

On completion of this module students will be able to acquire knowledge and skills on maintaining indoor and outdoor environment of a child care facility/center, providing a risk free environment, maintaining health, safety and legal requirements as per national guidelines.

11. Establishing Positive Relationships with Parents and Service Providers

On completion of this module trainees will be able to acquire basic knowledge and skills on importance of bi-directional positive child centered communication when working with parents / caregivers and service providers, positive parenting practices and protocols when linking children and their parents to relevant governmental support services and authorities where necessary.

12. Self-Care, Self-Awareness and Professional Development

On completion of this module trainees will be able to recognize their own physical, social and psychological needs, identify and evaluate their strengths and weakness in caring for children and create a professional development plan.

13. Introduction to Career Skills

This module is compulsory in all NVQ Level 4 courses. It builds on the soft skills developed on Level 3 NVQ courses, and will enable students to enjoy productive employment that requires fulfilling responsibilities. This course develops communicative skills in English and the ability to read and write constructively, and a command of grammar to facilitate this. It also develops cognitive skills with regard to effective work and the ability to work efficiently alone and in a team.

Module Title :	Course Duration
1. Introduction to Child Development	60 hrs.

Objectives of the module

On completion of this module the trainee will be able to perform age and developmentally appropriate tasks to assist children in their holistic development.

Competencies to be covered

1. Examine stages of child development
2. Support Physical Development of child
3. Support Emotional Development of child
4. Support Social Development of child
5. Support Cognitive Development of child
6. Support Language Development of child
7. Integrate Development areas

Recommended teaching methods :	Role plays, Group discussions, case studies, student presentations etc.

Module Title :	Course Duration:
2. Providing Care for Babies and Toddlers	**45 hrs.**

Objectives of the module

On completion of this module the trainee will be able to provide care for infants and toddlers by understanding their cues and responding to the hygiene, nutrition and rest needs appropriately.

Competencies to be covered

1. Provide care for infants

    • Provide Hygienic care

    • Respond to infant cues

    • Feeding and After Feeding Practices

    • Arrange Sleeping and Resting environment

2. Provide care for toddlers

    • Provide Hygienic care

    • Respond to infant cues

    • Feeding and After Feeding Practices

    • Arrange Sleeping and Resting environment

    • Assist in Potty training

    • Arrange appropriate play/quiet activities

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
3. Recognizing and Responding Children's Needs	**45 hrs.**

Objectives of the module

On completion of this module the trainee will be able to identify individual differences of children, strengths and difficulties of children, physiological, psychological and sociological needs of infancy and childhood and adequate intervention of care giver for fulfilling child's needs.

Competencies to be covered

1. Understand the milestones of Child Development

2. Understand different types of needs in relevant ages (Infancy & Childhood)

3. Recognize the different emotions (moods) of children and care giver responses accordingly

4. Understand the importance of social interaction needs of children

5. Identify the patterns of attachment between child and parent/care giver

6. Explain simply the basics of attachment theory (by John Bowlby and Mary Ainsworth)

7. Understand the influence of attachment figures and peers

8. Identify common emotional problems (ex: separation anxiety, fear, worry, jealousy, anger etc.)

9. Identify common emotional and behavioral problems and be able to recognize children with developmental delays

10. Develop strategies to manage emotional and behavioral issues of children

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
4. Diversity of Adolescent Development	**30 hrs.**

Objectives of the module

On completing this module the trainees will be able to identify and define the basic biological, physical and psychological changes of adolescence, basic differences of normal and abnormal adolescent development, developmental concerns specific to this group and difficulties faced by this group.

Competencies to be covered
1. Identify and define the basic biological, physical and psychological changes of adolescence

2. Identify basic differences of normal and abnormal adolescent development

3. Identify developmental concerns specific to this group

4. Identify difficulties which affect normal developmental transitions during adolescence.

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
5. Care of Children with Disabilities	30 hrs.

Objectives of the Module

On completing this module trainees will be able to understand the concept of disability, establish and maintain a positive relationship with children with disabilities, provide appropriate assistance to children with disabilities, encourage children with disabilities to be independent and have positive social interactions and recognize need for emergency preparedness, professional care/additional support to address conditions arising from disabilities.

Competencies to be covered
1. Acquire the knowledge of the concept of disability

2. Establish and maintain a positive relationship with children with disabilities

3. Provide appropriate assistance to children with disabilities

4. Assist children with special needs to be independent and have positive social interactions

5. Recognize need for emergency preparedness, professional care/additional support to address conditions arising from disabilities

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
6. Effective Communication with Children	**60 hrs.**

Objectives of the module

On completion of this module students will be able to understand ways of preparing themselves for effective communicating with children, recognize the importance of child communication as a powerful conduit and medium in communication and modeling and develop skills to use diverse and appropriate material, tools and methods to communicate with children.

Competencies to be covered

1. Use appropriate methods, materials, symbolic representation and body language in communication

2. Identify and use materials that provide sensory stimulation of children

3. Develop skills & use tools and techniques for activities in guided communication with children

4. Identify and facilitate the use of creative expression – an external expression of internal reality

5. Demonstrate skill in active attending & listening

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
7. Foster stimulating and inclusive environment for Children	**30 hrs.**

Objectives of this module

On completion of this module trainees will be able to understand the areas in which children can be supported to learn and develop and the ways in which care providers can facilitate opportunities to achieve this, design and conduct stimulating activities for children, identify age appropriate stimulating toys/play materials and facilitate inclusive spaces for creative activities.

Competencies to be covered

1. Plan and use activities which stimulate physical development of children

2. Plan and use activities which stimulate emotional development of children

3. Plan and use activities which stimulate cognitive development of children

4. Identify appropriate play materials for children of different age groups

5. Creating inclusive environments which foster creativity

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
9. Child Rights and Professional Ethics of Child Care	**20 hrs.**

Objectives of this module

On completion of this module trainees will acquire basic knowledge on child rights as enshrined in the UNCRC, with special focus on care settings such as participation, freedom of expression, survival and development, best interests of the child, non-discrimination, rights of children with disabilities, adequate standard of living, protection from violence and abuse, practice of language and religion, and relaxation and play, skills to enable the application of child rights in practice, application of professional ethics in childcare including measures for child safeguarding, organizational codes of ethics and child safeguarding policies and importance of referral, relevant processes and services.

Competencies to be covered

1. Understand child rights as enshrined in the UNCRC, and adopt child right based approaches to address issues

2. Identify professional ethics of working with children and boundaries of care giver's role

3. Make referrals for health and child protection

Recommended teaching methods :	Role plays, case studies, student presentations, panel discussions, educational games, site visit and real work situations etc.

Module Title	Course Duration
10. Physical environment of Child Care facility/center	**30 hrs.**

Objectives of this module
On completion of this module students will be able to acquire knowledge and skills on maintaining indoor and outdoor environment of a child care facility/centre, providing a risk free environment, maintaining health, safety and legal requirements as per national guidelines

Competencies to be covered
1. Clean and arrange indoor environment in a safe manner on daily basis or/and periodically.   2. Maintain outdoor environment, including play area, drains and gutters, roof etc., in a safe manner on a daily basis or periodically as appropriate   3. Maintain furniture and materials such as swings, play areas, and toys   4. Arrange children's personal items   5. Arrange sleeping area   6. Arrange dining area   7. Carry out laundry activities   8. Identify risks and prepare basic emergency plan   9. Follow waste disposal procedures

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration
11. Establishing Positive relationships with Parents and Service Providers	**20 hrs.**

Objectives of this module

On completion of this module trainees will be able to acquire basic knowledge and skills on importance of bi-directional positive child centered communication when working with parents / caregivers and service providers, positive parenting practices and protocols when linking children and their parents to relevant governmental support services and authorities where necessary.

Competencies to be covered

1. Communicate child's progress and areas for improvement

2. Promote Positive Parenting Practices

3. Demonstrate awareness of protocols when liaising with state authorities and community services

Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games etc.

Module Title	Course Duration

12. Self-Care, Self-Awareness and Professional Development	20 hrs.
Objectives of the module On completion of this module students will be able to recognize their own physical, social and psychological needs, identify and evaluate their strengths and weaknesses in caring for children and create a professional development plan.	
Competencies to be covered 1. Recognize the need for and types of self- care 2. Identify and evaluate personal strengths and weaknesses in caring for children through self-awareness 3. Maintain personal grooming and health 4. Adhere to professional norms and ethics 5. Create professional network and plans for professional development	
Recommended teaching methods :	Role plays, simulations, case studies, student presentations, panel discussions, educational games, maintain journals, write reflective logs etc.

Module Title	Course Duration

Career Skills 2	Up to 120 hours in any 6 month course

Objectives of the module

This module is compulsory in all NVQ Level 4 courses. It builds on the soft skills developed on Level 3 NVQ courses, and will enable students to enjoy productive employment that requires fulfilling responsibilities. This course develops communicative skills in English and the ability to read and write constructively, and a command of grammar to facilitate this. It also develops cognitive skills with regard to effective work and the ability to work efficiently alone and in a team.

Competencies (these follow on competencies prescribed for Career Skills 1, which should be introduced / revised before moving on)

    a Understand and use simple expressions to communicate

This subject provides the necessary communication skills so that students can express individual ideas, emotions, preferences, frame and answer questions with regard to reasons and methods, explain simple procedures, understand and respond to complex instructions, describe daily routines, conduct and respond to interviews, express ability and inability and describe a process sequentially

b Read and write effectively

This subject provides students with the necessary skills to write about how they feel, connect sentences meaningfully, read and carry out instructions, understand/produce arguments, read/write longer texts and summarize them, prepare reports and charts, write Personal and Official Letters and apply for jobs

    c. Use English correctly

This subject is not taught separately but is included in the development of the productive and receptive skills above, since awareness of the structure of the language is necessary for these The development of appropriate vocabulary is also targeted to deploy the above skills

    d. Develop the capacity to think and plan productively

This subject develops cognitive abilities and skills with regard to effective work, with strengthening of the ability to organize information and assess information to solve problems systematically, understand chronological order, develop the concepts of mind and task mapping and apply them, understand governmental structures and coordination mechanisms, collect information and prepare development plans and make chronological charts.

e. Develop effective working capacity

This subject develops the capacity to work effectively individually and in collaboration with others through presenting themselves positively, understanding the advantages of working together, understanding the characteristics of different people and the impact these have, speaking persuasively and understanding and working with maps

f. Students will be able to work with computers so as to enter information swiftly and store it systematically, retrieve it easily, communicate on email, and use social media with due attention to ethics

g. Students will plan and implement two group projects, one with regard to environmental protection, the other a social service project in response to identified community needs. Students should plan the project systematically, target specific outcomes, report on progress, and evaluate the project on completion.