

EARLY CHILDHOOD EDUCATION



WELCOME TO OPEN POLYTECHNIC

Whether you are looking to improve your career prospects, or just learn something new, we can help you achieve your goal. We specialise in open learning – learning that gives you more freedom to decide what you study and where you study.

Our courses are specifically designed for delivery by distance, which means you can fit your study around your life. And just because you are learning by distance, it doesn't mean you have to do it alone. You will have access to your tutors and lecturers by email or phone and to other students studying the same course through the Online Campus, the student support section of our website.

It is our goal to make sure that you enjoy your study and that you succeed. So welcome to learning for today's world, and congratulations on taking up the challenge of further education.

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YOUR OPTIONS IN EARLY CHILDHOOD EDUCATION

WHAT ARE MY NEEDS?	SUGGESTED PROGRAMME	LEVEL OF STUDY	WHERE CAN I GET MORE INFORMATION?
I want to learn about early childhood education	National Certificate in Early Childhood Education & Care	3	Page 3
I want to work in home-based care or learn about early childhood education in relation to home-based care	New Zealand Certificate in Family Day Care (Caregivers)	4	Page 5
We are currently developing a new certificate in early childhood education (subject to approval), which will replace the New Zealand Certificate in Family Day Care (Caregivers). We expect to be able to confirm a launch date for the new certificate by late 2010. If you are interested in receiving up-to-date information about the new certificate as it becomes available please call us on 0508 650 200 to register your interest.			
I want to do a short qualification in Early Childhood Education (this is a useful pathway to a diploma or a degree)	Open Polytechnic Certificate in Early Childhood Education	5	Page 7
I want a recognised Early Childhood Education qualification which will allow me to work in any Early Childhood Education setting.	Open Polytechnic Bachelor of Teaching (Early Childhood Education)	7	Page 10

OTHER EDUCATION OPTIONS

WHAT ARE MY NEEDS?	SUGGESTED PROGRAMME	LEVEL OF STUDY	WHERE CAN I GET MORE INFORMATION?
I want to be a teacher aide in a primary or intermediate school	Certificate in Teacher Aiding	4	Visit our website or contact us
I want to work in out of school programmes	Open Polytechnic Out of School Care & Recreation Certificate	4	Visit our website or contact us



NATIONAL CERTIFICATE IN EARLY CHILDHOOD EDUCATION & CARE

Programme code: NC5573

Level: 3 Credits: 63

The *National Certificate in Early Childhood Education & Care* provides a basic introduction to the skills and knowledge required for the education and care of infants, toddlers and young children. This programme is an ideal place to start if you have not studied for some time or left school without any qualifications.

QUALIFICATION

Once you have successfully completed 63 credits you can apply to receive your *National Certificate in Early Childhood Education & Care*.

FUTURE SKILLS

Once you have completed the *National Certificate in Early Childhood Education & Care* you will be able to demonstrate introductory skills and attributes in:

- Early childhood educational theory and practice
- Family, whānau, community and society
- Professional practice.

PROGRAMME STRUCTURE

There are 19 unit standards in this programme and we recommend that you enrol in three units at a time and complete these in the following order:

UNIT STANDARD	TITLE	LEVEL	CREDITS
10021	Demonstrate knowledge of basic needs of young children	2	2
10024	Describe ways to encourage good health in young children	2	2
10020	Describe hygiene practices and how they are applied for young children in an early childhood setting	2	2
10023	Demonstrate knowledge of settling young children	2	1
10019	Provide a safe environment for young children	4	3
20406	Describe the benefits of effective communication with parents, family & whānau	3	4
10013	Explain the purpose, structure and relevance of Te Whāriki	3	2
10015	Communicate with young children	3	4
10022	Demonstrate knowledge of attachment behaviour in early childhood	2	2
10014	Participate in young children's play	3	8
10017	Provide resources for play for young children	2	3
10026	Demonstrate knowledge of child development	3	5
10016	Develop observation skills to observe a young child	2	2
10032	Demonstrate knowledge of ethical behaviour in early childhood	3	3
6632	Apply knowledge of age-related nutrition needs in providing food for a child	2	5
10018	Guide young children's behaviour	4	5
10034	Demonstrate knowledge of early childhood services in the local community & Aotearoa/New Zealand	3	2

UNIT STANDARD	TITLE	LEVEL	CREDITS
10038	Develop a plan for a programme for young children in an early childhood setting	3	3
10036	Demonstrate knowledge of parenthood and child-rearing practices	4	5

ASSESSMENT

Each unit standard has one written assignment. Some units also have a practical component.

ENTRY REQUIREMENTS

Entry to this Certificate is open, however, you need to have a satisfactory report from the Ministry of Justice.

To meet the practical component of some courses you will need to work directly with children and/or their families/whānau in a licensed early childhood setting. The time required will vary from course to course. If you are not already employed you will need to get work or offer to volunteer in an appropriate early childhood environment. Your course materials will have more information.

English language

Because we teach in English, if English is not your first language you must supply evidence of one of the following with your enrolment application:

- A minimum grade of 6.0 in IELTS (with no sub-score less than 5.5)
- Passes in other recognised English proficiency tests, subject to the Academic Registrar's discretion
- Successful study at another New Zealand tertiary institution.

STUDY TIME

All courses have a credit value. This helps you work out how much study time you will need. Allow about 10 hours of study per credit.

SET TEXTS

There are no set texts for this programme and all the required readings are included in the course materials. Recommended readings may be available from the Open Polytechnic library.

ENROLMENT

For information on how to enrol, see page 13.

NEW ZEALAND QUALIFICATIONS AUTHORITY (NZQA) – RECORD OF ACHIEVEMENT

The *National Certificate in Early Childhood Education and Care* is made up of unit standards which will be recorded on your NZQA Record of Achievement. If you are already registered on to the NZQA database, please provide us with your Record of Achievement number or your National Student Number on your *Application for Enrolment* form.

If you are not registered, we will arrange this when you have finished your first unit standard. Any unit standards you gain through the year will be added to your Record of Achievement by March of the following year.

You can check your Record of Achievement online or you can phone NZQA and ask for a copy of it. To find out more visit their website or call them on 04 463 3000.

NEW ZEALAND CERTIFICATE IN FAMILY DAY CARE (CAREGIVERS)

Programme code: NC5222

Level: 4 Credits: 63

This programme is designed for people who care for and educate other people's children in their own or the child's home.

QUALIFICATION

Once you have successfully completed 63 credits you can apply to receive your *National Certificate in Family Day Care (Caregivers)*.

FUTURE SKILLS

Once you have completed the *New Zealand Certificate in Family Day Care (Caregivers)* you will have the skills and knowledge to:

- Understand the importance of play in children's learning
- Support children's play in home-settings
- Facilitate positive relationships between children and adults in home-settings
- Describe the philosophy, purpose and structure of the home-based early childhood education sector in New Zealand.

PROGRAMME STRUCTURE

There are 7 courses in this programme and we recommend that you complete them in the following order:

COURSE CODE	TITLE	CREDITS	CO- OR PREREQUISITE
3200*	Orientation and introduction to family day care	3	CPR course
3201**	Keeping children safe	10	First aid course
3202	Communication skills in Aotearoa	10	We recommend you study this course at the same time as 3203
3203	Human relationships	10	We recommend you study this course at the same time as 3202
3204	Human development – across the lifespan	10	This course is a prerequisite for 3205 and 3206
3205	Working with children	10	3204
3206	Play	10	3204

* As part of this course you must complete a Cardio Pulmonary Resuscitation (CPR) course. You can study this with an accredited provider such as Red Cross or the Order of St John. This cost is not covered in your course fees.

** As part of this course you must complete a recognised first aid certificate course which includes unit standards 6400, 6401 and 6402 (first aid units). You can study these with an accredited provider such as Red Cross or the Order of St John. This cost is not covered in your course fees. We advise you to check with the provider before you enrol, because not all first aid courses cover these three unit standards.

If you already have a current first aid certificate that meets these criteria, enclose a verified copy with your *Application for Enrolment* form.

For a full description of these course, see the **Course outlines** section of this brochure.

ASSESSMENT

For all courses except *Human Development*, there is one written assignment and one on-the-job assignment. The *Human Development* course requires you to complete a written assignment as well as a progress review.

ENTRY REQUIREMENTS

You must be 17 years or older to enrol in this programme. This is because people under 17 are not legally permitted to work as home-based educators.

In addition you must currently be caring for one or more children (other than your own) for at least 9 hours a week in your own or someone else's home under a home based provider or provider and have a satisfactory report from the Ministry of Justice.

English language

Because we teach in English, if English is not your first language you must supply evidence of one of the following with your enrolment application:

- A minimum grade of 6.0 in IELTS (with no sub-score less than 5.5)
- Passes in other recognised English proficiency tests, subject to the Academic Registrar's discretion
- Successful study at another New Zealand tertiary institution.

STUDY TIME

Course 3200 requires 20 hours of theory and 10 hours of practical work. The practical work involves working with children. The practical work will be observed by a visiting tutor from Open Polytechnic.

Courses 3201 – 3206 each require 50 hours of theory and 50 hours of practical work.

SET TEXTS

There are no set texts for this programme and all the required readings are included in the course materials.

ENROLMENT

For information on how to enrol, see page 13.



OPEN POLYTECHNIC CERTIFICATE IN EARLY CHILDHOOD EDUCATION

Programme code: OP5423

Level: 5 Credits: 80

The *Open Polytechnic Certificate in Early Childhood Education* will be of interest for those working in home-based and centre-based settings with families/whānau and young children. It will teach you foundation skills and knowledge which will enable you to work supportively in a reciprocal and responsive manner with children and adults in a variety of early childhood education and care settings.

This Certificate can also be studied as a stepping stone towards the *Open Polytechnic Bachelor of Teaching (Early Childhood Education)* Level 7 programme. Contact us for more information.

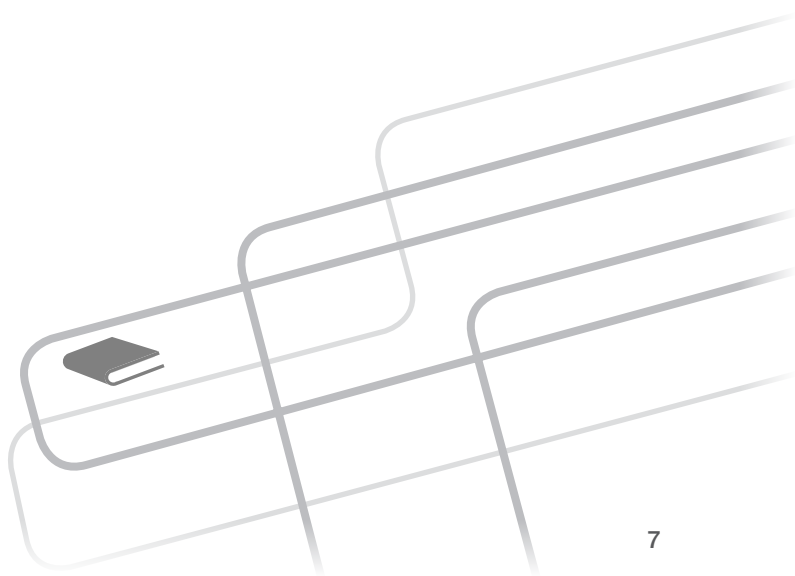
QUALIFICATION

Once you have successfully completed 80 credits you can apply to receive your *Certificate in Early Childhood Education*.

FUTURE SKILLS

Once you have completed this programme you should have the skills and knowledge to:

- Establish and maintain relationships with children, parents, whānau and colleagues, which are responsive, reciprocal, respectful and supportive
- Provide a safe, responsive learning environment, that fosters the development of competent and confident learners and communicators, secure in their sense of belonging and valued for their contribution
- Acknowledge and respect the place of Māori as tangata whenua and include tikanga Māori and te reo Māori within early childhood education programmes
- Plan, implement and evaluate programmes, which foster the learning and development of infants, toddlers and young children
- Articulate and apply relevant legislative requirements and regulations
- Identify, articulate and apply the principles, strands and goals of *Te Whāriki* (the Early Childhood Education curriculum framework) for infants, toddlers and young children
- Continue to develop as reflective practitioners and as lifelong learners
- Identify strategies and practices appropriate for the provision of diverse learning opportunities for infants, toddlers and young children that are consistent with the principles of *Te Whāriki* and relate these to your own practice
- Outline theories underpinning children's learning and development and relate these to your own practice and vice versa
- Demonstrate an understanding of children's holistic learning and development and the role of parents, families, whānau and community in providing for children's education and well-being
- Advocate for children and early childhood education.



PROGRAMME STRUCTURE

The *Certificate in Early Childhood Education* is based on four teaching areas and is made up of eight printed courses and four days of workshops. We recommend that you complete the courses in the following order:

COURSE CODE	TITLE	TEACHING AREA	CREDIT
5501	Introduction to the Certificate in Early Childhood Education	Learning, development and teaching	10
5502	Human development	Learning, development and teaching	10
5503	How children learn	Learning, development and teaching	10
5504	Core documents in early childhood education	Curriculum studies	10
5505	Observation and planning for children	Programme studies	10
5506	Partnerships in early childhood education	Families and communities	10
5507	Working with Te Whāriki	Curriculum studies	10
5508	Teaching strategies in early childhood education	Learning, development and teaching	10

For a full description of these courses, see the **Course outlines** section of this brochure.

WORKSHOPS

You need to attend one 4 day workshop at the beginning of your studies. Workshops are held throughout New Zealand and you will need to meet the cost of accommodation, food and any travel required. The workshops support the printed course materials and practical experience. They also allow you to network with other students, meet your tutors and discuss issues of early childhood education.

Please complete and return the enclosed *Workshop Registration* form with your enrolment.

ASSESSMENT

There are two written assignments to be completed for each course. The *How Children Learn* course also requires you to complete a progress review.

ENTRY REQUIREMENTS

This programme is only open to New Zealand students living in New Zealand.

Under 20 years

To be considered for selection into this programme you must be at least 17 years of age at the time of entry, complete all application forms and:

- Have an interest and enthusiasm for young children and learning
- Have an interest in working with adults, especially parents and whānau
- Be able to demonstrate a likelihood of success in a Level 5 programme of study by providing a verified photocopy of your education qualifications, showing you have gained at least 80 credits on the National Qualifications Framework (or equivalent qualification), of which 60 credits must be at Level 2 or above. This must include 4 credits in reading, 4 credits in writing (or te reo Māori) and 8 credits in numeracy (at Level 1 or above).

20 years and over

If you are 20 years of age or older, you:

- Must provide evidence of success in recent and relevant study or have relevant experience with children
- Have an interest and enthusiasm for young children and learning
- Have an interest in working with adults, especially parents and whānau.

All applicants

You must also either work or volunteer one day per week (a minimum of 6 hours of child contact time) in one of the following types of early childhood settings for the duration of your studies.

- Licensed early childhood centres
- Licensed home-based settings affiliated to a home-based service or nanny provider
- Settings affiliated to a service or organisation recognised for funding purposes by the Ministry of Education and Ministry of Health. These will be programmes with a focus on supporting families/whānau and young children
- Other settings or services approved by the Manager, Centre for Education Studies, Open Polytechnic.

You will need to provide a declaration at the end of each course to show that you've completed this requirement.

The purpose of this requirement is to provide you with ongoing opportunities to reinforce the links between theory and practice, have ongoing communication with others working with young children and their families, and complete activities in the courses that require you to reflect on your personal professional practice.

In addition you must have a satisfactory report from the Ministry of Justice.

English language

Because we teach in English, if English is not your first language you must supply evidence of one of the following with your enrolment application:

- A minimum grade of 6.0 in IELTS (with no sub-score less than 5.5)
- Passes in other recognised English proficiency tests, subject to the Academic Registrar's discretion
- Successful study at another New Zealand tertiary institution.

STUDY TIME

All courses have a credit value. This helps you work out how much study time you will need. Allow about 10 hours of study per credit. To determine how many hours of study this means each week, divide the total study hours by the enrolment period.

SET TEXTS

You will need to buy set texts for many courses. These are an additional cost and are not included in your course fees. See the enclosed textbook list for more information.

Texts can be bought online. Go to www.vicbooks.co.nz and click on the Open Polytechnic link.

Second-hand textbooks

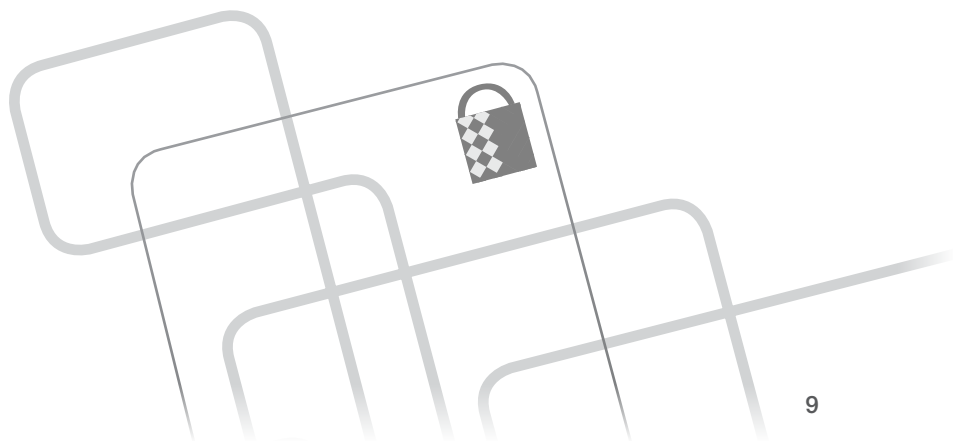
You can buy and sell second-hand textbooks through the Online Campus. Go to: <http://campus.openpolytechnic.ac.nz> click on **Explore resources**, then **Second-hand text books**.

Be careful with second-hand books and make sure you are buying the right edition. An older edition may be cheap, but it will probably have out-of-date information.

Set texts are not available from the Open Polytechnic library.

ENROLMENT

For information on how to enrol, see page 13.



BACHELOR OF TEACHING (EARLY CHILDHOOD EDUCATION)

Programme code: OP7030

Level: 7 Credits: 360

INTRODUCTION

The *Open Polytechnic Bachelor of Teaching (Early Childhood Education)* builds on learning covered in our certificate programmes. If you meet the entry requirements you can enrol directly in the degree programme without completing a certificate first.

If you already hold a *Diploma of Teaching (Early Childhood Education)* you may be able to upgrade to the degree programme from 2011. We will have more information on this process by the end of 2010.

KEY DATES 2010

TRIMESTER 2	
Applications close	14 May
Applicants shortlisted	Late May
Applicants interviewed	2, 3 and 4 June (to be confirmed)
Enrolments close for Trimester 2	2 July
Trimester 2 officially begins	12 July
Last day for withdrawing (with refund)	25 July
Last day for transferring from Trimester 2	13 September
Last day for withdrawing (no refund)	11 October
Trimester 2 ends	5 November

QUALIFICATION

This is a professional teaching degree at Level 7 on the New Zealand Qualifications Framework. Graduates will have the knowledge, skills, attitudes and values to be competent, registered teachers in early childhood settings in Aotearoa New Zealand.

WHAT YOU WILL LEARN

Once you have completed this programme you will:

- Be able to work effectively with young children their parents, families and whānau
- Be knowledgeable about current early childhood education and care practices, curricula and technologies
- Be able to think critically and engage in transformative, equitable teaching practices
- Understand the importance of the people, places and things that children value
- Be committed to sustainable communities
- Understand how bicultural, multicultural, social and political contexts influence teaching and learning
- Be able to plan for a safe, high-quality teaching and learning environment
- Be able to engage in professional debate
- Be able to work with a range of theories, research and pedagogy
- Acknowledge and respect the dual cultural heritages of Aotearoa New Zealand
- Have an in-depth understanding of the ethical, legal and professional responsibilities of teaching.

PROGRAMME STRUCTURE

The degree programme consists of 18 courses of 20 credits each. All courses are compulsory and there are six courses (120 credits) at each level.

To enrol for Level 6 courses you must have successfully completed at least four courses (80 credits) at Level 5. To enrol for Level 7 courses you must have at least four courses (80 credits) at Level 6 and have completed all the Level 5 courses.

COURSE CODE	COURSE NAME	CREDITS	CONTACT TIME	PREREQUISITE	2010 TRIMESTER AVAILABILITY
YEAR 1 LEVEL 5					
75100*	Research and Inquiry 1	20			Trimester 2
75101*	Self in Society 1	20			Trimester 2
75102*	Learning, Development and Culture 1	20	Workshop		Trimester 2
75103	Tangata Whenua 1	20	Noho marae		Expected from 2011
75104*	Curriculum 1	20			Trimester 2
75105*	Professional Practice and Pedagogy 1	20	5-week workshop practica	75100 AND 75102	Trimester 2
YEAR 2 LEVEL 6					
75200	Research and Inquiry 2	20		75100	Expected from 2011
75201	Tangata Whenua 2	20	Noho marae	75103	Expected from 2011
75202	Learning, Development and Culture 2	20		75102	Expected from 2011
75203	Self in Society 2	20		75101	Expected from 2011
75204	Curriculum 2	20	Workshop	75104	Expected from 2011
75205	Professional Practice and Pedagogy 2	20	Workshop practica	75105 AND at least two Level 6 courses	Expected from 2011
YEAR 3 LEVEL 7					
75300	Curriculum 3	20		75204	Expected from 2011
75301	Learning, Development, Culture and Tangata Whenua 3	20	Noho marae	75201 AND 75202	Expected from 2011
75302	Professional Practice and Pedagogy 3A	20	Workshop practica	75205	Expected from 2011
75303	Self in Society 3	20		75203	Expected from 2011
75304	Research and Inquiry 3	20	Workshop	75200 AND 75302	Expected from 2011
75305	Professional Practice and Pedagogy 3B	20	Practica	75302	Expected from 2011

*These courses are under development.

For a full description of all courses see the **Course outlines** section in this brochure.

Contact time

The degree programme includes a number of workshops, tutorials, noho marae and practica. You will be given more information about these once you have applied to enrol.

ASSESSMENT

The *Open Polytechnic Bachelor of Teaching (Early Childhood Education)* is internally assessed by assignments and practical work experience in early childhood settings. There are no examinations.

ENTRY REQUIREMENTS

Under 20 years

To apply to enrol in the degree you must be at least 17 years of age at the time of entry and you must have:

- At least 42 credits at level 3, including a minimum of 14 credits in each of two subjects from the approved subjects list, one of which must be a language rich* subject; with a further 14 credits from not more than two additional domains on the National Qualifications Framework or approved subjects.

For a list of approved subjects go to: www.nzqa.govt.nz, click on **NZQA, Info for students** and then on **University Entrance**.

*For example English, History, Classics, Media studies.

AND

- 8 credits at Level 2 or higher in English or te reo Māori; 4 credits must be in reading and 4 in writing. These are selected from a list of Standards fulfilling the literacy (the Reading & Writing) requirement.

AND

- 14 credits Level 1 or higher in Mathematics or Statistics and Probability or Pāngarau.

If you do not meet the above entry requirements you may be able to apply for provisional entry. Contact us for more information. See the last page of this brochure for contact details.

Over 20 years

If you are over 20 years of age and don't meet the above criteria you can apply for entry into the degree. Your application will be considered for special or provisional.

Contact us for more information. See the last page of this brochure for contact details.

English language

You need to be able to read and write well in English so you can write your assignments and understand written English course materials.

If English is not your first language, you must supply proof that you have passed an English language proficiency test with a minimum score of 7 in each category of the academic version of IELTS as per the New Zealand Teachers Council guidelines.

International students

This course is not available for international students.

WORK EXPERIENCE

Although not a requirement of this programme we strongly recommend that you work or volunteer in a licensed early childhood setting during your studies

STUDY TIME

All courses have a credit value that helps you work out how much study time you will need. Allow about 10 hours of study per credit. To determine how many hours of study this means per week, divide the total study hours by the enrolment period.

For example, if you enrol in a 20-credit course over a trimester (17 weeks), you will need to complete about 11–12 ($200 \div 17$) hours of study per week.

SET TEXTS

You will need to buy set texts for many courses. These are an additional cost and are not included in your course fees. See the enclosed textbook list for more information.

Texts can be bought online. Go to www.vicbooks.co.nz and click on the Open Polytechnic link.

COURSE MATERIALS

Course materials will be sent to you at the beginning of each trimester.

GENERAL INFORMATION

Enrolment

Before enrolling, please check the entry requirements of the programme you want to enrol in, then follow the steps below. If you have any questions or need help with your application, please contact us. See the last page of this brochure for contact details.

National Certificate in Early Childhood Education Level 3

This Certificate is an open programme which means you can enrol at any time. To enrol, you must complete and return the following documents in the enclosed reply-paid envelope:

- *Application for Enrolment* form
- *Ministry of Justice* form.

New Zealand Certificate in Family Day Care Level 4

This Certificate is an open programme which means you can enrol at any time. To enrol you must complete and return the following documents in the enclosed reply-paid envelope:

- *Application for Enrolment* form
- *Ministry of Justice* form.

Certificate in Early Childhood Education Level 5

There are two entry points each year for this Certificate as entry must coincide with the workshops. To enrol you must:

1. Complete and return the following documents in the enclosed reply-paid envelope by one of the dates below:
 - *Application for Enrolment* form
 - *Ministry of Justice* form
 - *Workshop Registration* form.

Entry point 1 **February 2010**
Entry point 2 **July 2010**

2. Provide us with two recent character referees. One referee should preferably be your most recent employer. Referees cannot be members of your family.

To do this, give the *Referees Report* and a reply-paid envelope to each of your referees to complete. They need to return these confidential reports to us directly before the application close off date.

Bachelor of Teaching (Early Childhood Education) Level 7

The Degree is run on a trimester basis, with two intakes per year. See the Key dates section on page 10 for more information.

Entry into the degree is subject to a selection process which has three parts – a written application, short listing and an interview. Application for the degree does not guarantee you entry into the programme, as spaces are limited. To apply for entry you must:

1. Complete and return the following documents in the enclosed reply-paid envelope:
 - *Bachelor of Teaching (Early Childhood Education) Application for entry* form
 - *Ministry of Justice* form
 - Verified documents as specified.

2. Provide us with two recent character referees. One referee should preferably be your most recent employer. Referees cannot be members of your family.

To do this give the Referees report and a reply-paid envelope to each of your referees to complete. They need to return these confidential reports to us directly, before the application close off date.

3. Once we have received your application we will be in touch to acknowledge receipt of your application, to let you know if your application has been shortlisted and to arrange an interview. Interviews are held throughout New Zealand and we will try to arrange a location near to your home address. You will need to cover any travel expenses incurred for attending the interview.

Fees & costs

Please see the enclosed fee schedule.

Loans, allowances & other funding

Student loans and allowances are administered by StudyLink. If your course is trimesterised, make sure you apply for a loan at least 4 weeks before each trimester starts. We cannot confirm your enrolment or send your course materials until your fees have been paid.

For information on loans and allowances, contact StudyLink. See the last page of this brochure for contact details.

TRAINING INCENTIVE ALLOWANCE

If you are a Work and Income client and you are studying a work-related course you may be eligible for a training incentive allowance. For more information, contact Work and Income. See the last page of this brochure for contact details.

EARLY CHILDHOOD EDUCATION TEACHER EDUCATION INCENTIVES – BACHELOR OF TEACHING (EARLY CHILDHOOD EDUCATION)

There are a number of other grants and sources of financial help available for people wanting to become registered teachers in ECE. These include:

TeachNZ early childhood education scholarships

For people with, or eligible for, a Community Services Card and people intending to enrol in an identified Kaupapa Māori or Pasifika focused qualification.

Incentive grants

The Ministry of Education allocates grants to licensed early childhood education services to help full or part-time staff (permanently employed) to study.

Study grants

These are available for qualified primary teachers. Information and application forms are available on the Ministry of Education website: www.minedu.govt.nz or www.teachnz.govt.nz

FINANCIAL ASSISTANCE

We have a fund to help students who are in financial need and have no other options for financial support. Conditions apply. For more information contact us, see the last page of this brochure for contact details.

We also offer a range of scholarships to support students. Go to: www.openpolytechnic.ac.nz, go to **For Students** then **Enrolment** then click on **Scholarships**.

Recognition of prior learning

ASSESSMENT OF PRIOR LEARNING

Assessment of Prior Learning (APL) is available for the *Bachelor of Teaching (Early Childhood Education)*.

APL is how we recognise and assess your current learning against the learning outcomes of the programme. We can sometimes give credit for your work and life experiences, and formal and/or informal education and training courses.

Through APL you get recognition for your workplace success, qualifications and/or existing experience which includes voluntary and unpaid work as a fast track to further study and training.

For further information and an application pack contact the Programme Co-ordinator. See the last page of this brochure for contact details.

CROSS-CREDITS OR CREDIT TRANSFER

If you already have passed courses (through either us or another tertiary provider) that you think will exempt you from having to do some parts of the Degree programme you may be able to apply for cross-credit or credit transfer. You will need to provide evidence that you have already met the learning outcomes of the course you want credit for.

For further information contact the Programme Co-ordinator. See the last page of this brochure for contact details.

Computer requirements

We recommend that you have access to a computer and are able to do the following:

- Send and receive emails
- Access and contribute to the Online Campus discussion forums
- Download documents
- Carry out online research

Note: We use Microsoft software and the extra resources we provide online for your study are in this format.

If you need to buy software, you can buy it at a special academic price from most software sellers (generally about a third of the normal retail cost). You will need proof you have been accepted into a course. Your letter confirming your enrolment will provide this. There is a list of Microsoft software resellers at www.microsoft.com/nz/retailers

We also recommend you install virus protection software.

We have a helpdesk that can give you technical help or support. You can email our helpdesk at helpdesk@openpolytechnic.ac.nz

Please include your name and student ID in the message.

Learning support

ACADEMIC PROGRESS

We are committed to helping you to achieve your goals. You can access academic support by contacting the Programme Leader, Degree Convenor or Regional Lecturer for advice and help. Regional Lecturers are teacher educators who live in your region. They arrange practica, assess assignments and facilitate workshops in their local area.

STUDY HELP

You will have a tutor, lecturer or course leader for each course you study. They are there to help you through the course work, make sure you have understood the study material and check your progress. You can contact them on our freephone or by email, fax or letter. Their contact details will be in the information we send you when you enrol.

When you enrol you will be sent a copy of our study guide *StudyWise*. The Learning Support section of our website also has information about the study support and resources we offer.

STUDENT HANDBOOK

The *Student Handbook* has important and useful information about studying with us. We recommend you read this. We will send you a copy after your enrolment is confirmed. It is also available to view on the Online Campus.

ONLINE CAMPUS

The Online Campus is the area of our website where you can:

- Access and submit assignments
- Link to web pages specific to your course, including frequently asked questions (FAQs), assessment hints, web resources, staff information and sometimes online quizzes and tutorials
- Communicate with other students in your course, and with your lecturer or tutor
- Access the library.

LIBRARY

We provide a library service for students. There is no additional fee for using it. The library service provides:

- Online resources
- Guides on how to search for information
- A distance lending service with free and fast delivery
- Information about study techniques.

You will find more information in the *Student Handbook*.

Further study

For information on other courses and programmes available at Open Polytechnic visit our website or contact us. See the last page of this brochure for contact details.



COURSE OUTLINES

For National Certificate in Early Childhood Education & Care, Level 3 course outlines go to www.nzqa.govt.nz

New Zealand Certificate in Family Day Care (Caregivers), Level 4

3200 ORIENTATION & INTRODUCTION TO FAMILY DAY CARE

Credits: 3

This course will teach you the philosophy, purpose and structure of the service provider and the basics of family day care.

Requirement: You must complete an accredited Cardio Pulmonary Resuscitation (CPR) course. The cost of this is in addition to your course fees.

3201 KEEPING CHILDREN SAFE

Credits: 10

You will learn how to ensure the safety and health of children in home-based care.

Requirement: First aid certificate. The cost of this is in addition to your course fees.

3202 COMMUNICATION SKILLS IN AOTEAROA

Credits: 10

This course will help you develop effective communication skills, increase self-awareness and understand the dual heritage of Aotearoa New Zealand.

3203 HUMAN RELATIONSHIPS

Credits: 10

You will gain increased self-awareness and develop skills to empower your relationships and work with children and adults.

Recommended co-requisite: Because *Communication Skills in Aotearoa* and *Human Relationships* are interrelated, we suggest you enrol for and study these courses together.

3204 HUMAN DEVELOPMENT – ACROSS THE LIFESPAN

Credits: 10

This course will give you a clear understanding of the individual needs of children. It studies human growth and development, particularly the development of infants and children up to 12 years of age (with a greater emphasis on 0–5 years).

3205 WORKING WITH CHILDREN

Credits: 10

This course will help build your confidence and competence in interacting with children to help them grow and develop to their full potential.

Prerequisite: 3204

3206 PLAY

Credits: 10

This course will give you an understanding of the importance of play for the overall development of children. It will help you provide a home-based care environment in which each child's development is enhanced by a variety of appropriate experiences and activities.

Prerequisite: 3204



Open Polytechnic Certificate in Early Childhood Education, Level 5

5501 INTRODUCTION TO THE CERTIFICATE IN EARLY CHILDHOOD EDUCATION

Credits: 10

This course introduces students to the underlying theoretical and practical components of the *Open Polytechnic Certificate in Early Childhood Education* programme. Students are given an introduction to the role of working with families/whānau as an educator of infants, toddlers and young children. To enable students to understand the structure and theoretical basis of the programme, they are introduced to leading sociocultural and ecological theorists, as well as the skills required for interpreting, discussing and referencing academic literature.

Requirement: 3 day compulsory workshop.

5502 HUMAN DEVELOPMENT

Credits: 10

Human development theory provides a basis for understanding a range of perspectives on the knowledge, skills and attitudes of human beings. Human development and the role of the family in human development are examined from various perspectives as a means of informing students' own practice.

Requirement: 1 day compulsory workshop.

5503 HOW CHILDREN LEARN

Credits: 10

In this course students will explore the theories that explain the learning of infants, toddlers and young children and how the regular activities, routines, practices and interactions within early childhood education settings provide learning experiences for children.

5504 CORE DOCUMENTS IN EARLY CHILDHOOD EDUCATION

Credits: 10

Te Whāriki: Early Childhood Curriculum and the Government's Revised Statement of Desirable Objectives and Practices (DOPs) for Early Childhood Services 1996 provide the framework for quality early childhood education in Aotearoa/New Zealand. Educators need a sound understanding of these documents and how they influence policy and practice in early childhood education settings. Students should be familiar with how these documents were developed, their structure and content, the interrelationships between them, and the role they play in early childhood education.

5505 OBSERVATIONS & PLANNING FOR CHILDREN

Credits: 10

In this course, students will learn the role that observation and the gathering of information play in the planning process; the ethical implications of undertaking observations in early childhood education settings; how and when to carry out a range of observations, and information-gathering methods. They will also reflect on the effectiveness and appropriateness of different strategies.

5506 PARTNERSHIPS IN EARLY CHILDHOOD EDUCATION

Credits: 10

In this course students will learn about the diversity of family/whānau structures in New Zealand and explore ways to develop responsive and reciprocal partnerships with parents.

5507 WORKING WITH TE WHĀRIKI

Credits: 10

This course provides students with an understanding of the theory and research underlying the development of *Te Whāriki*, and its relevance to children of different ages and cultures in diverse early childhood education settings. It explores the ways in which the curriculum strands and goals are interwoven within early childhood programmes and how *Te Whāriki* can be used to foster the learning and development of infants, toddlers and young children.

5508 TEACHING STRATEGIES IN EARLY CHILDHOOD EDUCATION

Credits: 10

This course will introduce students to a variety of teaching strategies for fostering the learning of infants, toddlers and young children. Students will explore strategies that are appropriate to use in an early childhood education setting and ways of applying these to foster and support children's learning and development. Students will also learn how to evaluate these strategies.

Bachelor of Teaching (Early Childhood Education), Level 7

75100 RESEARCH AND INQUIRY

Level: 5

Credits: 20

This course introduces formative research skills and methods of data gathering, in light of current assessment approaches and practices, including Māori and Pasifika worlds. Models of reflective practice are introduced with links to the role of assessment in supporting young children's learning and development.

This course is under development.

75101 SELF IN SOCIETY 1

Level: 5

Credits: 20

A range of sociological concepts and frameworks are introduced to examine the complexity of family forms, structures, and cultures participating in early childhood services. The concepts of 'education', 'inclusion', and the 'histories' of early childhood services in Aotearoa New Zealand are examined in relation to diversity, with a focus on the differing philosophies, pedagogy, and politics of each service.

This course is under development.

75102 LEARNING, DEVELOPMENT AND CULTURE

Level: 5

Credits: 20

This course introduces key theories of human development and provides students with an overview of the early patterns and characteristics of learning and development, including language learning. A range of theoretical perspectives are presented with a focus on socio-cultural approaches and the context in which development occurs.

Requirement: Compulsory workshop.

This course is under development.

75103 TANGATA WHENUA 1

Level: 5

Credits: 20

Early childhood teachers are required to demonstrate both knowledge of and commitment to bi-cultural partnerships when working with children and their families. This course examines the basis of this partnership and outlines the history and context of Te Tiriti o Waitangi The Treaty of Waitangi focusing on its relevance for early childhood education. Student teachers are also introduced to te reo me ngā tikanga Māori and prepared for participation on a marae.

Requirement: Compulsory noho marae.

This course is under development.

75104 CURRICULUM 1

Level: 5

Credits: 20

This course introduces the performing and visual arts as curriculum including the place of literature, oratory, and storytelling in early literacy and bi-literacy learning. A range of theoretical perspectives, teaching strategies, pedagogies and content knowledge are examined to support children's creativity across a range of curriculum areas.

This course is under development.

75105 PROFESSIONAL PRACTICE AND PEDAGOGY 1

Level: 5

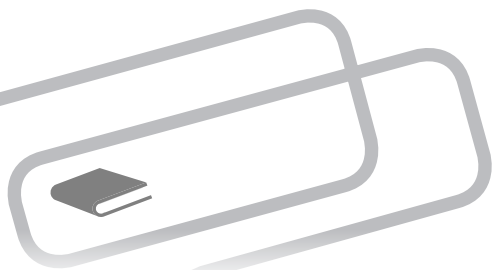
Credits: 20

This course provides student teachers with opportunities to develop the professional knowledge, skills and dispositions required to work in a range of early childhood services and settings. The first practicum introduces student teachers to pedagogical skills, bi-cultural practices, and professional behaviours to ensure inclusive and respectful relationships with young children, their families and whānau. There is a focus on providing safe, welcoming and interesting environments for young children through the development of pedagogical skills such as observation, and a sound knowledge of early childhood regulatory requirements.

Requirement: Compulsory workshop.

Prerequisite: 75100 and 75102.

This course is under development.



75200 RESEARCH AND INQUIRY 2

Level: 6

Credits: 20

This course provides an in depth examination of the ethical principles and requirements of educational research, including Māori and Pasifika perspectives. Student teachers are introduced to critical frameworks, strategies and skills to assist with evaluation of early childhood research and their own teaching practice. Evaluation includes knowledge and skills to read, interpret, critically analyse and develop literature reviews to support a critical analysis.

Prerequisite: 75100.

This course is under development.

75201 TANGATA WHENUA 2

Level: 6

Credits: 20

This course builds on skills and knowledge introduced in Tangata Whenua 1 regarding the implementation of te reo me ngā tikanga Māori in early childhood settings and participation in noho marae. Student teachers are asked to articulate a personal and professional commitment to Te Tiriti o Waitangi partnership through an informed bi-cultural teaching philosophy.

Requirement: Compulsory noho marae.

Prerequisite: 75103.

This course is under development.

75202 LEARNING, DEVELOPMENT AND CULTURE 2

Level: 6

Credits: 20

Student teachers examine the contextualized nature of learning and development and the socio-political contexts in which key theories foundational to early childhood education were formed. Examination also includes analysis of the impact of differing abilities, home situations, socio-economic backgrounds, and linguistic and cultural diversities on young children's enculturation. There is a focus on teaching strategies and approaches to support children's home languages and cultures in multi-cultural early childhood settings.

Prerequisite: 75102.

This course is under development.

75203 SELF IN SOCIETY 2

Level: 6

Credits: 20

This course builds on the sociological concepts introduced in Self in Society 1. It provides an in depth examination of the histories of early childhood services and the political, contested nature of the early childhood curriculum. Student teachers investigate debates around what knowledge is valued and why, including ways in which dominant values are enacted in curriculum. Debates are extended to multi-cultural perspectives and the issues and tensions for early childhood teachers when attempting to meet the needs and aspirations of pluralistic societies.

Prerequisite: 75101.

This course is under development.

75204 CURRICULUM 2

Level: 6

Credits: 20

This course examines the curriculum areas of technology, and mathematical and scientific concepts. The outdoors as curriculum is introduced including environmental learning, conservation, and sustainability practices. Student teachers are provided with strategies and skills to both support young children's Information & Communication Technology skills and to implement these skills in planning and providing for young children's learning experiences.

Requirement: Compulsory workshop.

Prerequisite: 75104.

This course is under development.

75205 PROFESSIONAL PRACTICE AND PEDAGOGY 2

Level: 6

Credits: 20

This course provides student teachers with opportunities to develop the professional knowledge, skills and dispositions required to work in a range of early childhood services and settings. The second practicum further develops student teachers' pedagogical skills and professional knowledge to enable full contribution to the early childhood setting. There is a focus on supporting infants, toddlers and young children's social competence through inclusive practice and pedagogies. Student teachers are required to implement a range of teaching strategies including socio-cultural approaches to assessment and bi-cultural practice.

Requirement: Compulsory workshop.

Prerequisite: 75105 and at least two Level 6 courses.

This course is under development.

75300 CURRICULUM 3

Level: 7

Credits: 20

This course provides the opportunity for critical analysis of current debates related to a range of curriculum areas including early literacies and numeracy, technology and media, and environmental learning. Student teachers are provided with knowledge, skills and strategies to develop and defend an informed pedagogical position and contribute to early childhood curricula and future policy directions for early childhood education.

Prerequisite: 75204.

This course is under development.

75301 LEARNING, DEVELOPMENT, CULTURE AND TANGATA WHENUA 3

Level: 7

Credits: 20

This course highlights the importance of students being able to work within both Western and Māori pedagogies to support young children's learning and development. Early intervention practices and approaches to care and education are examined within both pedagogies leading to student teachers' investigation of a related area or issue of their choice.

Requirement: Compulsory noho marae.

Prerequisite: 75201 and 75202.

This course is under development.

75302 PROFESSIONAL PRACTICE AND PEDAGOGY 3A

Level: 7

Credits: 20

This course provides student teachers with opportunities to develop the professional knowledge, skills and dispositions required to work in a range of early childhood services and settings. This practicum prepares students to meet the Graduating Teacher Standards: Aotearoa New Zealand (New Zealand Teachers Council) through in depth knowledge of, and critical engagement with the professional requirements and skills required to be an early childhood teacher. A focus of this practicum is planning, implementation and evaluation and the development and defence of an informed teaching philosophy.

Requirement: Compulsory workshop.

Prerequisite: 75205.

This course is under development.

75303 SELF IN SOCIETY 3

Level: 7

Credits: 20

This course critically analyses international issues and trends impacting upon early childhood education and care in Aotearoa New Zealand, including globalisation. The concepts of social justice and advocacy are investigated in relation to the rights of the child as articulated in United Nations Rights of Indigenous Peoples (UNCROC). Student teachers develop a pedagogical stance in relation to current trends and contemporary issues facing early childhood teachers in the 21st Century.

Prerequisite: 75203.

This course is under development.

75304 RESEARCH AND INQUIRY 3

Level: 7

Credits: 20

This course introduces a range of research methodologies required by early childhood teachers to be effective teacher-researchers. Student teachers are taught skills to critique a range of published research to assist them to engage in research, beginning with the development of an educational research proposal.

Requirement: Compulsory workshop.

Prerequisite: 75200 and 75302.

This course is under development.

75305 PROFESSIONAL PRACTICE AND PEDAGOGY 3B

Level: 7

Credits: 20

This course provides student teachers with opportunities to develop the professional knowledge, skills and dispositions required to work in a range of early childhood services and settings. This practicum prepares students to meet the Graduating Teacher Standards (New Zealand Teachers Council) through in depth knowledge of, and critical engagement with, these standards. A focus of this final practicum is the concept of leadership in early childhood education and what this means for the teacher as an advocate for young children from diverse family backgrounds and communities.

Prerequisite: 75302.

This course is under development.



Contact us

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Lower Hutt 5040

New Zealand

If you have any questions or want to talk over your study options, contact:

Bachelor of Teaching (Early Childhood Education) Programme Co-ordinator

Email: ecedegree@openpolytechnic.ac.nz

Freephone: 0508 650 200

Education Certificates Programme Leader

Email: educationcert@openpolytechnic.ac.nz

Freephone: 0508 650 200

OTHER USEFUL CONTACT DETAILS

StudyLink

Website: www.studylink.govt.nz

Phone: 0800 889 900

Work and Income

Website: www.workandincome.govt.nz

Phone: 0800 559 009

NZQA

Website: www.nzqa.govt.nz

Email: helpdesk@nzqa.govt.nz

Phone: 04 463 3000

PO Box 160

Wellington 6140

New Zealand

Teachers Council

Website: www.teacherscouncil.govt.nz

Phone: 04 471 0852

Email: inquiries@teacherscouncil.govt.nz

Ministry of Education

Website: www.minedu.govt.nz

Phone: 04 463 8000

Email: enquiries.national@inedu.govt.nz

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