



CHCPRT025 Identify and report children and young people at risk

Individual unit

Nationally recognised training | Community Early Learning Australia | RTO Code 90842

This nationally recognised unit supports learners to identify, respond to and report children and young people who may be at risk of harm. The course focuses on child protection responsibilities within legislative, ethical and workplace policy frameworks, with a particular focus on the early childhood education and care context.

In New South Wales, CHCPRT025 Identify and report children and young people at risk is recognised under the NSW child protection training government protocol as meeting child protection training requirements for nominated supervisors, persons in day-to-day charge, educators, staff members and volunteers who work with children.



Who should complete this course?

This course is suitable for early childhood education and care professionals who are required to complete child protection training, including nominated supervisors, persons in day-to-day charge, responsible persons, early childhood teachers, educators, trainees, students and volunteers.

This course may also be suitable for people who wish to strengthen their understanding of child protection responsibilities in early childhood education and care.

Eligibility requirements

To complete the assessment requirements for this unit, learners must be working or volunteering in a registered children's service.

CELA RTO 90842 is not a CRICOS provider. CELA accepts enrolments from domestic students only and cannot enrol learners on student or visitor visas. Some temporary residency visas may be accepted, depending on the learner's visa conditions, including work and study restrictions.

Learners who are unsure about their eligibility should contact assessments@cela.org.au before booking.

Pre-enrolment and suitability

Before enrolment is finalised, learners will be required to complete pre-enrolment questions or a language, literacy, numeracy and digital literacy check. This helps CELA confirm whether the course is suitable for the learner and whether any training support, reasonable adjustment or alternative pathway advice is required.

Booking or purchasing the course does not complete the RTO enrolment process. Learners must complete CELA's electronic enrolment form before commencing the course.



Study options

CELA offers this individual unit through three delivery options:



Self-paced online

Learners can enrol in the self-paced online course and complete the learning activities at their own pace. The course is delivered through CELA's online learning platform and includes online modules, short videos, presentations, readings, quizzes, practical activities, workplace-based assessment tasks, access to a resource library and learner support by email.



Webinar

Learners can book into scheduled webinar training. Webinar dates are listed on the CELA Learning and Development training calendar. Learners attend the scheduled online training session and then complete the required assessment tasks in their own time.



Face-to-face workshop

Learners can attend scheduled face-to-face training at a CELA training location, where available. CELA may also deliver this course at a workplace or service by arrangement. Group or workplace training enquiries can be sent to training@cela.org.au.

What will I learn?

This unit covers the skills and knowledge required to support and protect children and young people who are at risk of harm. Learners will explore how child protection responsibilities are carried out within legislative, ethical and policy frameworks, including duty of care responsibilities.

The unit includes the following elements:

- Identify children and young people at risk.
- Report indications of possible risk of harm.
- Apply ethical practices when working with children and young people.

Learning includes legal and ethical responsibilities, mandatory reporting, recognising indicators of harm, understanding risk factors, reporting pathways and applying child-safe practices in early childhood education and care settings.

How long will the course take?

The training component takes approximately six hours to complete. Assessment tasks generally take an additional two to eight hours, depending on the learner's experience, workplace context and familiarity with child protection reporting requirements.

Learners have a maximum of 12 months from the month of purchase to fully complete the course.

Assessment requirements

Each learner must complete assessment tasks to demonstrate competency in the unit. Assessment includes workplace-based tasks and requires learners to apply child protection knowledge to relevant early childhood education and care practice.

Learners must be working or volunteering in a registered children's service to complete the assessment requirements.

Assessment tasks are submitted by email to assessments@cela.org.au.

Assessment due dates, extensions and marking timeframes

Assessment tasks are due 12 weeks after the learner's last day of training.

Learners who require additional time may request an extension by emailing assessments@cela.org.au before the assessment due date. The request must include the reason for the extension and how much additional time is needed.

Extensions are considered on a case-by-case basis and are not automatically granted. Extensions may not be approved where the requested timeframe would exceed the learner's maximum 12-month enrolment period.

Assessment marking may take up to two weeks from the date of submission. If a learner is required to resubmit assessment work, they will be given two weeks to complete and return the resubmission. Marking of

resubmitted work may then take up to a further two weeks.

Learners who require their Statement of Attainment promptly should take these timeframes into account when planning their assessment submission, particularly where resubmission may be required.

Learners may request priority marking by emailing assessments@cela.org.au and stating the reason for the request. Priority marking is not guaranteed and will be granted at the assessor's discretion, subject to assessor availability and assessment workload.

Learner support

CELA provides reasonable and appropriate learner support, including assessment clarification, digital access guidance, language, literacy and numeracy support, and reasonable adjustment where appropriate.

Learners who require support should contact assessments@cela.org.au as early as possible.

Completion and Statement of Attainment

Learners who successfully complete all training and assessment requirements and are assessed as competent will be issued a nationally recognised Statement of Attainment for:

CHCPRT025 Identify and report children and young people at risk

Statements of Attainment are issued after all course requirements have been completed, assessment has been finalised, and any required learner documentation has been received.

Professional learning alignment

This course supports practice linked to child safety, wellbeing, relationships, governance and compliance in early childhood education and care.

The course may support professional learning connected to:

National Quality Standard Areas 2, 5 and 7

Australian Professional Standards for Teachers, Standard 4: Create

and maintain supportive and safe learning environments

Teachers should confirm their own professional development and accreditation requirements with the relevant teacher accreditation authority.

Fees and payment

Current course fees are listed on the CELA website. Learners should review the current fee schedule, refund information, enrolment conditions and course requirements before booking.

For customised workplace training or group bookings, contact training@cela.org.au.

Contact

For assessment, enrolment and learner support enquiries, contact:
assessments@cela.org.au

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training@cela.org.au

