



Other Courses

Traineeships

Traineeships are the best way to combine training and employment and lead to a nationally recognised qualification. Traineeships are available to anyone of working age and do not require any entry qualifications. You can be a school-leaver, re-entering the workforce or simply wishing to change careers. METS deliver traineeships available in:

- Certificate III Children's Services (CHC30402)
- Diploma of Children's Services (CHC50302)
- Certificate IV in Out of School Hours (CHC40402)
- Certificate III in Disability Work (CHC30302)
- Certificate IV in Disability Work (CHC40302)

Conditions apply for Traineeships

Study by Distance

If you are not eligible to undertake a Traineeship, METS offer courses through distance study. You have the option of either working in your chosen profession or you may prefer to work in another industry and study a different course concurrently. You will however be required to find an organisation to assist you in the practical component of the course.

All courses offered as a traineeship above are also offered as Distance Learning. All courses are Nationally Recognised and have been approved by VETAB.



Macquarie Employment Training Service Inc.

Training Calendar

July - December 2008



CALL METS FOR MORE INFO

Phone: 02 9838 0567
Fax: 02 9838 0566
Email: info@mets.org.au

PH: (02) 9838 0567

www.mets.org.au

SHORT COURSES

FOOD SAFETY COURSES \$110EA

THHGHS01B Follow Workplace Hygiene Procedures

This course covers basic food safety practices including personal hygiene and conduct when working in a food service environment. It describes the basic level of competence required by any person in any industry who directly handles food. This course has been designed to support National and State Food Safety legislation and regulations, and is based on the National Food Safety Guideline Competency Standards.



CHCCN3C Prepare Nutritionally Balanced Food in a Safe and Hygienic Manner

This course covers the preparation of nutritionally balanced food for babies, children and young people, also applying basic food handling practices, including personal hygiene. This unit has also been designed to support National and State Food Safety legislation and regulations.

SUPERVISORY COURSES \$150EA

CHCCHILD1C Identify & Respond to Children & Young People at Risk

This unit has been designed to meet DOC's requirements for child protection in all child care facilities. The unit discusses the need to implement relevant child protection procedures, examines the necessity to provide accurate recording and prompt reporting of relevant risk of harm circumstances in accordance with statutory and organisations procedures.



CHCORG14B Manage a Service Organisation

This unit has also been specifically designed to meet DOC's requirements. As stipulated by DOC's, any person who is running/managing a child care service is now required to possess official knowledge in this area. This unit is designed to supply you with the necessary skills and competencies to manage, develop and promote a service organisation. This unit places an emphasis upon philosophy development, organisational planning, effective leadership skills and managing change.

Dates

CHCCHILD1C

26th July 08
27th September 08
22nd November 08

CHCORG14B

12th July 08
13th September 08
8th November 08

CHCCN3C

23rd August 08
24th October 08

THHGHS01B

9th August 08
10th October 08

Contact METS to book your place in one of these classes

Classes will be held at either the METS office in Seven Hills, or in the Penrith area, depending on student location.

Enrolments and payments must be received 2 weeks prior to the commencement of the course. You can download an enrolment form from our website:

[www.mets.org.au / Student Info / Forms](http://www.mets.org.au/StudentInfo/Forms)

METS can also arrange training at your chosen venue (minimum of 10 people, Sydney metropolitan area only).

All METS courses are also available by Distance Learning

Start at any time!

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