



LETTER CIRCULAR - Institute for Education

Date: 7 August 2023

Ref: IfE56/2023

From: Joanne Grima – CEO

To the attention of: Child Care Centres, Assistant to the Childcare Educator

Subject: Award in Assisting the Childcare Educator.

Course Delivery: Blended

Applications Open: 07 August 2023

Application Link: [ACE/01/2023](#)

Application Deadline: 04 September 2023

Fee: Home/EU/EEA: €350 (**Actual Cost after Get Qualified tax rebate €105**)

International Fee: €2035

The Institute for Education is accepting applications submitted online for the **Assisting the Childcare Educator (Award) (MQF 3, 30 ECTS)** commencing in **October 2023**.

Course Details

This programme is intended to prepare applicants for the role of Assistant to the Childcare Educator. This is aimed to be achieved by giving course participants an education in child development (0-3 years), including best practices in providing physical care to babies and toddlers. The programme also includes aspects of Health and Safety in early years settings. Course participants will be taught how to create learning experiences that sustain children's progress, and how to maintain inclusive learning environments. Additionally, the course will educate participants about Children's Rights, Positive Behaviour, Parental Involvement and issues of Sustainability.



Minimum Entry Requirements

Applicants interested in following this programme are to satisfy the following eligibility criteria:

1. Be at least 23 years of age;
2. Currently employed within in a licensed child care setting

Timetable

Delivery of sessions will be on a blended-learning basis. Any unforeseen changes in session dates will be communicated at the earliest.

SCHEDULED SESSIONS			
Session	Date	Time	Mode of Delivery
Introductory Session	Tuesday 3 rd October, 2023	15:30 – 16:00	Face-to-face
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 3 rd October, 2023	16:00 – 18:15	Face-to-Face
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Thursday 5 th October, 2023	15:30 – 18:15	Online Synchronous
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 10 th October, 2023	15:30 – 18:15	Face-to-Face
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 17 th October, 2023	15:30 – 18:15	Online Synchronous
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Thursday 26 th October, 2023	15:30 – 18:15	Online Synchronous
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Wednesday 1 st November, 2023	15:30 – 18:15	Online Synchronous
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Thursday 2 nd November, 2023	15:30 – 18:15	Online Synchronous
ACE01 – Understanding Child Development and Caring for Children’s Physical Needs	Wednesday 8 th November, 2023	15:30 – 18:15	Face-to-Face
ACE02 – Creating Learning Experiences that Sustain Progression	Tuesday 21 st November, 2023	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Thursday 23 rd November, 2023	15:30 – 18:15	Online Synchronous



ACE02 – Creating Learning Experiences that Sustain Progression	Tuesday 28 th November, 2023	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Tuesday 5 th December, 2023	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Tuesday 9 th January, 2024	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Thursday 11 th January, 2024	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Tuesday 16 th January, 2024	15:30 – 18:15	Online Synchronous
ACE02 – Creating Learning Experiences that Sustain Progression	Thursday 18 th January, 2024	15:30 – 18:15	Online Synchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 6 th February, 2024	15:30 – 18:15	Online Synchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 8 th February, 2024	15:30 – 18:15	Online Asynchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 13 th February, 2024	15:30 – 18:15	Online Synchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 22 nd February, 2024	15:30 – 18:15	Online Asynchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 27 th February, 2024	15:30 – 18:15	Online Synchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 5 th March, 2024	15:30 – 18:15	Online Asynchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 7 th March, 2024	15:30 – 18:15	Online Asynchronous
ACE03 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 12 th March, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Tuesday 16 th April, 2024	15:30 – 18:15	Face-to-Face
ACE04 – Health and Safety in the Early Years Settings	Thursday 18 th April, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Tuesday 23 rd April, 2024	15:30 – 18:15	Face-to-Face
ACE04 – Health and Safety in the Early Years Settings	Tuesday 30 th April, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Thursday 2 nd May, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Thursday 9 th May, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Thursday 16 th May, 2024	15:30 – 18:15	Online Synchronous
ACE04 – Health and Safety in the Early Years Settings	Tuesday 21 st May, 2024	15:30 – 18:15	Face-to-Face
ACE05 – Core Themes in Early Years Education	Tuesday 4 th June, 2024	15:30 – 18:15	Online Synchronous
ACE05 – Core Themes in Early Years Education	Thursday 6 th June, 2024	15:30 – 18:15	Online Asynchronous
ACE05 – Core Themes in Early Years Education	Tuesday 11 th June, 2024	15:30 – 18:15	Online Synchronous
ACE05 – Core Themes in Early Years Education	Thursday 13 th June, 2024	15:30 – 18:15	Online Asynchronous
ACE05 – Core Themes in Early Years Education	Tuesday 18 th June, 2024	15:30 – 18:15	Online Synchronous



ACE05 – Core Themes in Early Years Education	Thursday 20 th June, 2024	15:30 – 18:15	Online Asynchronous
ACE05 – Core Themes in Early Years Education	Tuesday 25 th June, 2024	15:30 – 18:15	Online Synchronous
ACE05 – Core Themes in Early Years Education	Thursday 27 th June, 2024	15:30 – 18:15	Online Synchronous
ACE06- Practicum Tutorials	Thursday 30 th November, 2023	15:30 – 18:15	Online Synchronous
ACE06 – Practicum Tutorials	Thursday 14 th December, 2023	15:30 – 18:15	Online Synchronous
ACE06 – Practicum Tutorials	Thursday 4 th January, 2024	15:30 -18:15	Online Synchronous
ACE06 – Practicum Tutorials	Thursday 25 th January, 2024	15:30 – 18:15	Online Synchronous

Fee

Upon receiving the acceptance letter by the Institute, Home/ EU/ EEA applicants are required to pay a course fee of €350. For further details kindly refer to the [Tuition Fees Policy](#). Modes and methods of payment will be communicated to the accepted applicants.

Technological Requirements

All accepted course participants must ensure that they have access to a personal computer where they can follow the online sessions and complete assignments. A strong internet connection and a working microphone and camera are essential to follow synchronous (live) online sessions.

Submission of Applications

Interested applicants are kindly asked to submit an online application by following the [link](#) by noon (Central European Time) of **Monday, 4 September 2023**. Places are limited to twenty (20) eligible applicants.

Thank you

Joanne Grima
CEO Institute for Education