



LETTER CIRCULAR - Institute for Education

Date: 1 August 2022

Ref: IfE45/2022

From: Joanne Grima – CEO

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

Subject: Award in Assisting the Childcare Educator. (Code: ACE/01/2022)

Course Delivery: 14 Sessions (Blended)

Applications Open: 09.00 (CEST) 1st August 2022

Application Link: [ACE/01/2022](https://www.ife.edu.mt/ACE/01/2022)

Application Deadline: 02 September 2022

Fee: Home/EU/EEA: €350 (**Actual Cost after Get Qualified tax rebate €105/ Actual Cost after Training Pays Scheme (cash rebate) €87.50**)

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 2022**.

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	Thursday 29 th September, 2022	15:30 – 16:15	Face-to-face
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 4 th October, 2022	15:30 – 18:15	Face-to-Face
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Thursday 6 th October, 2022	15:30 – 18:15	Online Synchronous
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 11 th October, 2022	15:30 – 18:15	Face-to-Face
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 18 th October, 2022	15:30 – 18:15	Online Synchronous
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Monday 24 th October, 2022	15:30 – 18:15	Online Synchronous
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 25 th October, 2022	15:30 – 18:15	Online Synchronous
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Thursday 3 rd November, 2022	15:30 – 18:15	Online Synchronous
ACE101 – Understanding Child Development and Caring for Children’s Physical Needs	Tuesday 8 th November, 2022	15:30 – 18:15	Face-to-Face
ACE102 – Creating Learning Experiences that Sustain Progression	Monday 21 st November, 2022	15:30 – 18:15	Online Synchronous



ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 22 nd November, 2022	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 29 th November, 2022	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 6 th December, 2022	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Monday 9 th January, 2023	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 10 th January, 2023	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 17 th January, 2023	15:30 – 18:15	Online Synchronous
ACE102 – Creating Learning Experiences that Sustain Progression	Tuesday 24 th January, 2023	15:30 – 18:15	Online Synchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Monday 6 th February, 2023	15:30 – 18:15	Face-to-Face
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 9 th February, 2023	15:30 – 18:15	Online Asynchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 14 th February, 2023	15:30 – 18:15	Online Synchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 23 rd February, 2023	15:30 – 18:15	Online Asynchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 28 th February, 2023	15:30 – 18:15	Online Synchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Thursday 2 nd March, 2023	15:30 – 18:15	Online Asynchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 7 th March, 2023	15:30 – 18:15	Online Asynchronous
ACE103 – Sustaining Inclusive Learning Environments in the Early Years	Tuesday 14 th March, 2023	15:30 – 18:15	Online Synchronous



ACE104 – Health and Safety in the Early Years Settings	Monday 24 th April, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Tuesday 25 th April, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Tuesday 2 nd May, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Monday 8 th May, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Monday 15 th May, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Tuesday 16 th May, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Tuesday 23 rd May, 2023	15:30 – 18:15	Online Synchronous
ACE104 – Health and Safety in the Early Years Settings	Tuesday 30 th May, 2023	15:30 – 18:15	Online Synchronous
ACE105 – Core Themes in Early Years Education	Monday 5 th June, 2023	15:30 – 18:15	Face-to-Face
ACE105 – Core Themes in Early Years Education	Tuesday 6 th June, 2023	15:30 – 18:15	Online Asynchronous
ACE105 – Core Themes in Early Years Education	Monday 12 th June, 2023	15:30 – 18:15	Online Synchronous
ACE105 – Core Themes in Early Years Education	Monday 19 th June, 2023	15:30 – 18:15	Online Synchronous
ACE105 – Core Themes in Early Years Education	Tuesday 20 th June, 2023	15:30 – 18:15	Online Asynchronous
ACE105 – Core Themes in Early Years Education	Tuesday 27 th June, 2023	15:30 – 18:15	Online Asynchronous
ACE105 – Core Themes in Early Years Education	Monday 3 rd July, 2023	15:30 – 18:15	Online Synchronous
ACE105 – Core Themes in Early Years Education	Tuesday 11 th July, 2023	15:30 – 18:15	Online Asynchronous
ACE106 - Practicum	13 th February- 31 st May		



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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 **Friday, 2 September 2022**. Places are limited to twenty (20) eligible applicants.

Thank you

Joanne Grima
CEO Institute for Education