



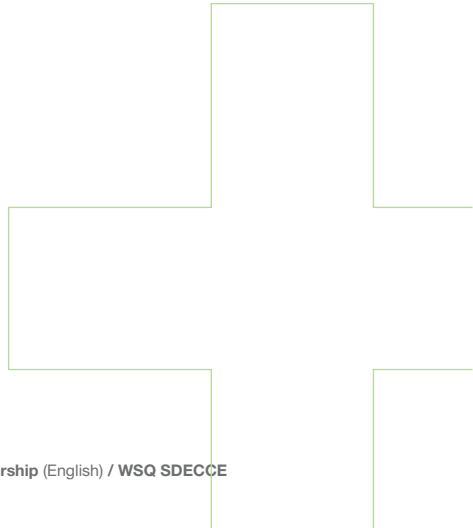
Diploma in **Early Childhood Care and Education - Leadership (English)**

WSQ SDECCE

Accredited by the Ministry of Education - Ministry of Community Development, Youth and Sports
Pre-School Qualification Accreditation Committee (MOE-MCYS PQAC)
(In the process of accreditation by Singapore Workforce Development Agency)

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SEED Institute

Shaping the growth of Future Generations

SEED Institute was built upon a vision to give children the best head-start possible, by equipping early childhood professionals to provide the best possible care and education to young children.

Our single-minded belief in the importance of early education is expressed in a saying that is shared with every student in the Institute: “All the flowers of all the tomorrows are in the seeds of today.” This is why we spare no effort to uphold the highest training standards, with our students enjoying the finest teaching and support from leading experts in early childhood education. We actively partner with world-class organisations, enabling our graduates to learn from leading practices around the world.

If teaching and nurturing young children is your calling, SEED Institute has all it takes to equip you with the skills and knowledge you need to be a true professional. Join us, as we sow the seeds of a better tomorrow for the children of today!

About SEED Institute

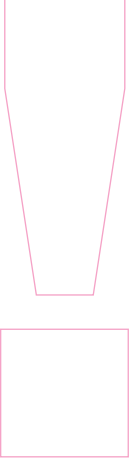
SEED Institute was formerly known as the Regional Training and Resource Centre in Early Childhood Care and Education for Asia (RTRC Asia). It was set up in 1989 by the NTUC, in collaboration with the Bernard van Leer Foundation, a Dutch private philanthropic foundation that funds and shares knowledge about work in early childhood development.

Since our inception, SEED Institute has been working to enhance the quality of care and education of young children by training and supporting early childhood professionals. It is recognized as the pioneer in early childhood education training in Singapore.

Today, we continue to lead the ECE field by offering comprehensive training and continuing education of the highest quality. The following programmes, accreditations and partnerships further reaffirms the Institute’s leadership position as an early childhood training institute:

- Full range of certificate and diploma programmes accredited by the Pre-school Qualification Accreditation Committee (MOE-MCYS PQAC).
- Appointed by Singapore Workforce Development Agency as Singapore’s first private Continuing Education and Training Centre (CET) for the early childhood sector.
- Partnership with top foreign universities such as Wheelock College, USA and the University of South Australia for Bachelor and Masters programmes.



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- First full-time diploma and degree programmes in early childhood in collaboration with Ngee Ann Polytechnic.
 - Partnership with UNICEF and PLAN International, conducting customized training programmes for early childhood educators from the ASEAN and Asia Pacific regions through the Singapore Co-operation Plan (SCP) of the Ministry of Foreign Affairs.
 - Appointed host of the first Secretariat base for the Asia-Pacific Regional Network for Early Childhood (ARNEC) in May 2009, based on our “strong dedication to capacity development in the care and education of young children”.

Vision

A joyful and inspiring early learning experience for all, that fulfils the promise of each child.

Mission

We inspire early childhood professionals to excel in practice and achieve their best for each child.

We do this by:

- Setting the highest standards for the development of ECE practitioners.
- Teaching, mentoring and coaching ECE professionals.
- Leading, developing and encouraging best practices in ECE.
- Supporting continuous learning among ECE practitioners.

Learning from the Very Best

High quality training must begin with high quality trainers, and SEED Institute offers you the advantage of the largest multi-disciplinary team of full time trainers, each backed by years of early childhood experience garnered through working with children, parents and the community. We handpick every one of our trainers, choosing only those who are highly qualified. Each trainer is either a Masters or Ph.D. holder.

Our teaching faculty’s professional experience spans teaching and supervision in early childhood programmes, including specialised areas such as special needs education, parent education and social work. Placing top priority on the welfare of our students, they teach with a holistic, student-centered approach that emphasises on caring for the well being of each and every student.



Today, we continue to lead the ECE field by offering comprehensive training and continuing education of the highest quality

Centres of Excellence

Our programmes are offered through five Centres of Excellence. Building on our strong foundation in the early childhood field, these centres focus our energies and ensure that our programmes are always current, relevant, and at the forefront of the industry.

Centre for Research and Best Practices

Leading the way by continuous innovation, thereby raising quality and standards.

Centre for Continuing Professional Development

Developing industry-relevant courses that are accredited and recognised both locally and internationally.

Centre for Higher Education

Offering alternative pathways of learning for greater expertise in practice.

Centre for Professional Qualifications

Meeting the industry's need for qualified teachers.

Centre for Regional Outreach

Bringing quality training and practices of early childhood education to the region.

Our town campus, equipped with state-of-the-art facilities, is purpose-designed to enhance their learning journey with us.

Reading the Story of Your Success

One of our greatest assets that benefit our students extensively is the SEED Institute Library. It is well-known for its extensive collection of books for the field of early childhood care and education. Updated regularly to keep up with the latest developments, it offers our students access to more than 8,000 titles comprising textbooks, manuals, resource books, current periodicals, regional publications, journals, online publications and children's literature.

To better meet your needs, the Library is also equipped with all the latest IT capabilities. It allows every user to enjoy the full benefits of current and relevant information. An integrated SPYDUS system allows students to easily access the library search directory. Computers and Internet access are available for online research purposes, coupled with convenient printing and photocopying facilities. The library also provides a conducive environment for study and discussion, with specially designated study areas for students.

A Classroom with a Difference

How we teach you will determine how good you become. SEED Institute provides a practice-oriented approach to learning, in which students are encouraged to turn knowledge acquired into actual practice. As we believe that you can learn from one another on your learning journey, we promote student discussions and sharing of experiences to encourage reflective learning. Our curriculum demonstrates a depth of content that will equip and empower you to be "agents of change" in the early childhood industry, both at home and in the workplace. With the seamless continuity of our courses from Certificate, Diploma to Degree programmes as well as Continuing Professional Development programmes, you will keep abreast of the latest in childhood education and maximise your professional competency and relevance.



SEED Institute Library is well-known for its extensive collection of books for the field of early childhood care and education



Diploma in Early Childhood Care and Education - Leadership (English) / WSQ SDECCE

Course Description

The Diploma in Early Childhood Care and Education - Leadership is developed by SEED Institute and Wheelock College, Boston, USA. This is a 850-hour programme validated by Wheelock College. Upon successful completion of the programme, graduates will be awarded the Diploma in Early Childhood Care and Education - Leadership.

They will also be awarded the WSQ SDECCE.

About Singapore Workforce Skills Qualifications (WSQ)

WSQ, or the Singapore Workforce Skills Qualifications, is a national credentialing system that trains, develops, assesses and recognises adult workers for competencies they need to stay employable. Based on standards developed by the Singapore Workforce Development Agency (WDA) and various industry partners, WSQ ensures workers acquire skills needed by employers at the workplace. With clear progression pathways, workers can also use WSQ to upgrade their skills and advance in their careers. The quality of WSQ is assured by WDA, from the development of competency standards, accreditation of training providers to the award of its qualifications.

Objectives

The Diploma in Early Childhood Care and Education–Leadership (DECCE-L) is specially designed to extend the skills and knowledge of senior pre-school personnel.

- It provides opportunities for candidates to extend, develop and further the knowledge of theories and practices of early childhood education.
- Throughout the course, students will gain knowledge and understanding of recent developments in teaching and learning, education changes and expectations and training, and acquire skills and attitudes expected of senior personnel in pre-school settings. They will participate in critical discussions, reflect on professional practice and develop skills to be leaders and mentors in their pre-school centres.
- In addition, it aims to equip them to provide instructional leadership and guidance to pre-school teachers, and develop skills to undertake action research in pre-school settings.

Structure

The part time course duration is about 24 months for DECCE-T holders; Students are required to complete 650 classroom hours and 200 practicum hours.

Course Content

Modules	Synopsis
Current Issues and Research in Early Childhood Care and Education	<ul style="list-style-type: none">• Focuses on awareness of current issues and research in pre-school education.• Students will learn to critically review and debate on recent research, policy issues and findings in child development, best practices of learning for young children, teaching practices for teachers, issues related to parents of young children and curriculum areas related to early childhood education.• Students will also learn to critically appraise reports on Action Research, understand and identify various tools of data collection in reports and learn aspects of identifying database and literature sources.
Assessment of Young Children, 0-8 Years	<ul style="list-style-type: none">• Aims to help students to understand the important tenets of assessment for young children, the importance of authentic assessment and to develop children's portfolio assessment. Further it gives students an overall overview of various tools that can be used for assessment. The portfolio includes assessment in different curriculum areas, including language, numeracy, science, art, music and movement, cognitive and social development and facilitates opportunities for students to understand the ways of collecting, documenting and reporting for assessment.
Managing Quality Preschool Education Curriculum	<ul style="list-style-type: none">• Provides an overview of quality in early childhood programmes and examines the different curriculum models including the Pre-school Curriculum Framework in Singapore.• Students will learn the guiding principles and discuss issues pertaining to planning and managing anti-bias curriculum that is bilingual and developmentally appropriate.• Students would also discuss the possibility of setting up inclusionary programs that promotes all children's growth and development.
Managing Early Childhood Resources	<ul style="list-style-type: none">• Developed to help students plan, select, collect and manage early childhood resources such as materials, educational, finances and IT resources within the centre. It also seeks to facilitate students to learn to tap on community resources to enhance pre-school programmes and support children and families.



Modules	Synopsis
Introduction to Teachers as Researchers	<ul style="list-style-type: none"> • Focuses on how to determine research focus in their workplace, understanding research design and tools for collection, with emphasis on classroom action research in the area of early childhood education. In the process of understanding the meaning of research, students will understand the principles and characteristics of action research, learn to formulate research statement and questions and write up the related literature review.
Action Research	<ul style="list-style-type: none"> • This module will be based on knowledge and skills gained from “Current Issues and Research in Preschool Education” and “Introduction to Teacher as Researcher”; students will continue to understand theoretical terms such as Ethics, Validity and Reliability in Action Research. • Further, prepare informed consent decree, understand data analysis both quantitative and qualitative. Implement the action research study, understand the implications of the findings and finally write up the report.
Leadership in Early Childhood Education	<ul style="list-style-type: none"> • Designed to help students gain an understanding of the meaning of leadership and its functions, and to recognise the fundamental differences between leadership and management. Various concepts and skills in relationship to leadership will be studied. • Different theoretical models of leadership styles will be examined. Students will also explore the issues and challenges that leaders are encountering in early childhood settings.
Staff Development and Supervision	<ul style="list-style-type: none"> • Acquire knowledge of supervising other adults in an early childhood setting. This knowledge will enable them to accurately interpret the principles and processes of effective supervision and explore different issues, methods and models in supporting and assessing the professional development of staff in the setting.
Administration and Management of Programmes for Young Children	<ul style="list-style-type: none"> • Designed to introduce students to concepts in management and administration of programs for young children in preschool settings. Students will obtain an overview of the general operations of a childcare centre and kindergarten that include financial management, legislation, safety and health issues, local policies and operation procedures.



Modules	Synopsis
Professional Development as a Leader	<ul style="list-style-type: none"> • Designed to help leaders in the early childhood field to enhance their awareness of the global trend and current event in early childhood profession. • In this module, students will further understand their professional roles as organizational and instructional leadership. They will also learn to write effective reports and proposals to various partners in the community. As leaders will also acquire knowledge and skills to manage stress and achieve work-life balance and harmony.
Building Family and Community-Centred Partnerships	<ul style="list-style-type: none"> • Designed to help students understand the purpose and importance of supporting children and families through parent education programmes. A variety and range of parent education and support programmes in the community will be discussed and reviewed. • Students will learn to design simple group parent education programme that emphasizes on matching needs of the parents through hands-on learning.
Supervised Leadership Practice	<ul style="list-style-type: none"> • The supervised practicum is designed to help students gain field experience in supervision and mentoring. It culminates the research and supervision theories and principles that students learn throughout the course and facilitates students to adopt a reflective supervisory approach in their field practice. Students will also apply the theories and principles in their respective work settings and experience guided supervision practice till the end of their course.

Part-time students will have to find their own practicum centres (at registered childcare centres or kindergartens) when they have received the letter of acceptance from SEED Institute.

- Listing of Childcare centres registered under MCYS:
<http://www.childcarelink.gov.sg/ccls/home/ChdCccSrch.jsp>
- Listing of Kindergartens registered under MOE:
<http://www.moe.gov.sg/education/preschool/find-a-kindergarten/>

Applicants can try approaching the principals/supervisors to seek approval in doing practicum at their centres.



Assessment

Assessment will be based on students' performance in assignments (individual / group) - in the form of field research, case studies, journal writing, reflection, classroom discussions, presentation and practicum. Some modules are examination-based. The Supervised Practicum Teaching Practice will assess candidates' practical applications of mentoring and supervisory skills.

Assessment emphasises the transfer of learning to early childhood practices based on field research, case studies, journal recording, reflective and review writing and presentations and team projects.

Candidates must score at least 50% in each area of assessment to successfully complete the course. If a candidate fails in any module, he/she is allowed one supplementary examination.

The Diploma in Early Childhood Care and Education –Leadership (DECCE-L) will be awarded to candidates who have successfully completed the Supervised Practicum Teaching Practice, all the modules in the course and obtained 80% attendance per module.

Admission Requirements

Pre-school personnel who have completed Diploma in Early Childhood Care and Education - Teaching (or its equivalent; e.g. DPE-T)

English Course (Existing Teachers who are registered by 31 Dec 2008)

- Minimum 5 GCE 'O' levels with credits in 5 different subjects including English as 1st language (EL1)[#] AND Diploma in Early Childhood Care and Education - Teaching (or its equivalent; e.g. DPE-T) AND; OR
- 3 GCE 'O' levels with credits in 3 different subjects including in EL1[#] AND Certificate in Pre-school Teaching (CPT) AND Diploma in Early Childhood Care and Education - Teaching (or its equivalent; e.g. DPE-T)

[#] Those without a credit in EL1, a minimum band 5.5 obtained in IELTS (General Training) will be acceptable.

English Course (for New Teachers - registered with MOE or MCYS on or after 1 Jan 2009)

- Minimum 5 GCE 'O' levels with credits in 5 different subjects including EL1* AND Diploma in Early Childhood Care and Education - Teaching (or its equivalent; e.g. DPE-T)

** Those with a C5 or C6 in EL1 are given 2 years from the point of teacher registration to obtain either a B4 in EL1 or a minimum band of 6.5 in IELTS (General Training)*

Health Clearance Requirement

Please refer to the following link under childcare link for health clearance requirement:
http://www.childcarelink.gov.sg/ccls/uploads/CCC_Guide.pdf (Refer to page 12)

Course Fee Funding

Course fee after 70% funding - \$3,396.15 (includes 7% GST)
(Funding will be available for all Singaporeans & PRs only)



Enhance awareness of the global trend and current event in early childhood profession

APPLICATION PROCEDURE

- 1 Complete the form in FULL and return with respective registration fee to **SEED Institute Pte Ltd**, through mail or in person by the stipulated deadline.
- 2 Completed application form must be accompanied by
 - a) Signed with Company stamp under the section of **COMPANY SPONSORSHIP** (For company-sponsored)
 - b) A non-refundable registration fee of \$53.50 (inclusive of 7% GST)
 - c) Copies of relevant academic and transcripts whichever is applicable
 - i) 'O' / 'A' level certificates
 - ii) Diploma / Degree certificates
 - iii) Relevant result transcripts (translated in English for foreign certificates)
 - iv) Other relevant academic documents
 - d) Updated Curriculum Vitae
 - e) Photocopy of NRIC / Passport
 - f) 2 recent coloured passport size photos
- 3 All payment for registration fee (non-refundable) may be made by cash, NETS, cheque or credit card. Cheques must be crossed and made payable to "SEED Institute PTE LTD".
- 4 Application without complete information / certificates and registration fee will not be processed.
- 5 SEED Institute reserves the right to reject any applications.

Registration Fee

Registration fee S\$50.00 + GST (non-refundable)

Refund Policy

% of the aggregate amount of the Course Fees and Additional Fees paid	If Student's written notice of withdrawal is received
75%	14 days or more before the Commencement Date
0%	Less than 14 days before the Commencement Date

Venue

Unless otherwise stated, all lessons are held at SEED Institute Pte Ltd.



A photograph of four women in a professional setting, likely a meeting or collaborative work environment. They are gathered around a table, looking at documents and smiling. The woman in the center is holding a pencil and a notebook. The woman on the right is holding a book. The background features a wall with the text "committed to research, professionalism and innovation".

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professionalism and innovation

**Acquire knowledge and skills to
manage stress and achieve work-life
balance and harmony**

