

## ABOUT US



### Accreditation and Affiliation

#### Regent College of the Caribbean is:

- ✓ Fully registered by the University Council of Jamaica (**UCJ**), the accreditation agency for tertiary institutions in Jamaica.
- ✓ A member of the Joint Committee for Tertiary Education (**JCTE**)
- ✓ A member of the Caribbean Area Network for Quality Assurance in Tertiary Education (**CANQATE**)
- ✓ A member of the Caribbean Evangelical Theological Association (**CETA**), the accreditation agency for Bible Colleges and Seminaries throughout the Caribbean
- ✓ A member of the Evangelical Training Association (**ETA**)
- ✓ Partners with HEART Trust/NTA, the national training agency in Jamaica for technical and vocational education and training, by providing training and assessment for NCTVET courses.
- ✓ A registered independent School with the Ministry of Education.

## OTHER PROGRAMMES

#### FIND OUT ABOUT OUR:

- Associate Degree in Business
- BSc. Business and Technology
- BA Theology (Minor in Business Management)
- BA Theology (Minor In Counselling)
- Diploma in Theology
- Certificate in Ministry
- Diploma in Allied Health Geriatric Care
- Certificate in Business
- Diploma in Early Childhood Development
- CXC CSEC courses



For further information, please contact us at:

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## REGENT COLLEGE OF THE CARIBBEAN



**Certificate (Level II)**  
Early Childhood Care and  
Development  
&  
**Diploma (Level III)**  
Early Childhood  
Development

## MISSION STATEMENT

Regent College of the Caribbean is a Christ-centred educational institution that is committed to providing the highest quality training in theology and other disciplines, equipping students with the requisite knowledge, skills, attitudes and professionalism, through a cadre of highly trained and committed staff.

## About the Programme

The Early Childhood Levels II & III programmes are offered in Collaboration with HEART Trust/NTA Southwest TVET Institute. The programmes are delivered in accordance with the National Qualifications Framework which defines all qualifications recognized nationally in post-secondary, technical and vocational education and training within Jamaica. Upon successful completion of the programmes trainees will be certified by Regent College of the Caribbean and the HEART Trust/NTA which is recognized internationally.

## Programme Structure

Level II has a duration of one year and runs from September to June annually. After successfully completing Level II trainees can complete Level III within a duration of one year from September to June. The assessment and delivery of the programmes conform to the standards established by HEART trust/NTA.

## Admission Requirements:

- ❖ Completed Application Form
- ❖ Two references
- ❖ one passport size photograph
- ❖ Copy of Birth Certificate

## Target Group

- Persons who want to pursue a career in childcare and early childhood institutions.
- Persons who want to teach in infant or preparatory schools
- Persons who want to acquire the competence provide general care for children
- Persons who want to work in daycare centres and other childcare facilities
- Persons who want to operate their own daycare centres and early childhood institutions.

### Competency Description Level II

- FOLLOW EARLY CHILDHOOD SECTOR POLICIES, PROCEDURES AND REGULATIONS
- APPLY BASIC COMMUNICATION SKILLS
- PERFORM INTERACTIVE WORKPLACE COMMUNICATION
- CARE FOR CHILDREN'S PHYSICAL NEEDS
- SUPPORT CHILDREN'S NUTRITIONAL NEEDS
- SUPPORT CHILDREN'S INVOLVEMENT IN ACTIVITIES
- SUPPORT CHILDREN'S LANGUAGE AND COGNITIVE DEVELOPMENT
- SUPPORT CHILDREN'S SOCIAL AND EMOTIONAL DEVELOPMENT
- SUPPORT THE APPROPRIATE MANAGEMENT OF CHILDREN'S BEHAVIOUR
- OBSERVE CHILDREN AND DOCUMENT FINDINGS
- SUPPORT THE SAFETY AND WELL BEING OF CHILDREN
- MAINTAIN A CHILD ORIENTED ENVIRONMENT
- MAKE LEARNING RESOURCES FOR CHILDREN
- DELIVER QUALITY CUSTOMER SERVICE
- DEMONSTRATE KNOWLEDGE OF THE STAGES OF CHILD DEVELOPMENT
- DEMONSTRATE BASIC KNOWLEDGE OF CURRICULUM
- PROMOTE CHILDREN'S SENSORY AND MOTOR DEVELOPMENT
- FACILITATE CHILDREN'S LANGUAGE AND COGNITIVE DEVELOPMENT
- PREPARE NUTRITIONALLY BALANCED MEALS FOR CHILDREN
- FOSTER AND ENHANCE CHILDREN'S SOCIAL DEVELOPMENT
- DEVELOP AND USE VERBAL AND WRITTEN COMMUNICATION SKILLS
- COMMUNICATE APPROPRIATELY WITH CLIENTS AND COLLEAGUES
- FACILITATE CHILDREN'S CREATIVE EXPRESSION THROUGH ART, MUSIC AND MOVEMENT
- PLAN, IMPLEMENT AND EVALUATE DAILY ACTIVITIES FOR CHILDREN

- MAINTAIN THE SAFETY AND WELL BEING OF CHILDREN
- FACILITATE THE APPROPRIATE MANAGEMENT OF CHILDREN'S BEHAVIOUR
- SUPPORT PARENTS IN THEIR PARENTING ROLE
- DELIVER AND MONITOR SERVICE TO CLIENTS
- CONTRIBUTE TO A HARMONIOUS AND EFFICIENT WORK ENVIRONMENT
- OBSERVE, DOCUMENT, INTERPRET AND USE INFORMATION ABOUT CHILDREN
- PROVIDE SUPPORT FOR CHILDREN AFFECTED BY DOMESTIC AND FAMILY VIOLENCE
- FACILITATE THE EMOTIONAL DEVELOPMENT OF CHILDREN
- CARRY OUT DATA ENTRY AND RETRIEVAL PROCEDURES
- CRAFT PERSONAL ENTREPRENEURIAL STRATEGY
- FACILITATE THE DEVELOPMENT OF THE EXCEPTIONAL CHILD
- CARE FOR BABIES
- CARE FOR CHILDREN
- PERFORM ADMINISTRATIVE FUNCTIONS FOR AN EARLY CHILDHOOD SERVICE
- PROVIDE THE STRUCTURE FOR CHILDREN'S NUTRITIONAL DEVELOPMENT

### Competency Description Level III

- ADVOCATE FOR THE RIGHTS AND NEEDS OF CHILDREN
- WORK EFFECTIVELY WITH FAMILIES IN CARING FOR THEIR CHILDREN
- OPERATE IN A LEGAL CONTEXT
- DEVELOP, IMPLEMENT AND PROMOTE EFFECTIVE COMMUNICATION IN EARLY CHILDHOOD INSTIT
- GUIDE THE ESTABLISHMENT AND MAINTENANCE OF A SAFE ENVIRONMENT
- WORK WITH CHILDREN WITH HEARING DISABILITIES
- MANAGE AND MAINTAIN THE ORGANISATION'S INFORMATION SYSTEMS
- PLAN, IMPLEMENT AND EVALUATE DEVELOPMENTALLY APPROPRIATE PROGRAMMES FOR CHILDREN
- PERFORM PERSONNEL MANAGEMENT FUNCTIONS FOR AN EARLY CHILDHOOD INSTITUTION
- PERFORM ADMINISTRATIVE MANAGEMENT FUNCTIONS FOR AN EARLY CHILDHOOD INSTITUTION
- MANAGE QUALITY CUSTOMER SERVICE
- MAINTAIN AND CONTROL STOCK
- ESTABLISH BUSINESS AND COMPLY WITH LEGAL REQUIREMENTS
- CARRY OUT DATA ENTRY AND RETRIEVAL PROCEDURES
- CRAFT PERSONAL ENTREPRENEURIAL STRATEGY
- PREPARE NUTRITIONALLY BALANCED MEALS FOR CHILDREN
- PERFORM FINANCIAL TRANSACTIONS IN EARLY CHILDHOOD INSTITUTIONS
- PREPARE OPERATIONAL BUDGET
- UNDERTAKE FINANCIAL PLANNING
- DEVELOP A BUSINESS PLAN
- DEVELOP PROJECT PROPOSAL