



# Practice Aptitude — QUIZ —

**Early Childhood Education and Care**



# Practice Aptitude QUIZ

## Part 1: About this Early Childhood Education Quiz

This Practice Aptitude Quiz shows some of the key learning standards needed by someone starting an Australian Apprenticeships entry-level qualification in the Early Childhood Education sector. The quiz was developed with the help of industry, TAFE and the secondary school sector as a careers resource.

*This Practice Aptitude Quiz is not a formal assessment tool or a pre-requisite for any job application.*

### About this quiz

- This quiz focuses on literacy and numeracy questions, using examples related to this specific industry.
- The quiz should take approximately 75 minutes to complete.
- You can use calculators to assist you during the quiz.
- Answers are located at the end of the quiz.
- Prices for items and rates of pay are used for maths purposes only. They may not reflect correct values.

### Who should use it?

This quiz can be used by students and job hunters who want to understand the literacy and numeracy requirements of an Australian Apprenticeship. It can also be used as a practice before sitting a formal aptitude test.

The quiz can also be used by organisations and career practitioners working with students and job hunters, to:

- Assist in discussions about the literacy and numeracy requirements of Australian Apprenticeship training.
- Provide guidance on the level of study involved in starting an Australian Apprenticeship entry level qualification in this industry.
- Demonstrate and explain how literacy or numeracy relate to this industry.

Employers and industry associations may also use this quiz to educate potential Australian Apprentices about the literacy and numeracy requirements in their industry.

### After the quiz

If you are worried about your literacy or numeracy skills you should talk to a career adviser or teacher if you are still at school or in training. You can also talk to the Reading Writing Hotline on 1300 655 506 or at [readingwritinghotline.edu.au](http://readingwritinghotline.edu.au).

For more information about the industry you are interested in, take a look at the industry pages at [aapathways.com.au/industries](http://aapathways.com.au/industries). You can find information about pre-apprenticeships, industry specific job-hunting tips, and peak industry bodies that may be able to help you with further information about that industry.



# Practice Aptitude QUIZ

Information about the Steps to an Australian Apprenticeship can be found at [aapathways.com.au/steps](http://aapathways.com.au/steps). These will help you with the steps to finding an Australian Apprenticeship, including preparation and job hunting.

## Useful contacts

Here are some organisations that may be able to support you with your literacy and numeracy skills, or your Australian Apprenticeship journey:

- Reading Writing Hotline: 1300 655 506 or [readingwritinghotline.edu.au](http://readingwritinghotline.edu.au)
- Career services: [aapathways.com.au/career-services](http://aapathways.com.au/career-services)
- Australian Apprenticeship Support Network providers: [aapathways.com.au/sps](http://aapathways.com.au/sps)
- Group Training Organisations: [aapathways.com.au/sps](http://aapathways.com.au/sps)

## Intended Use Summary

### This quiz is:

- A practice test of literacy and numeracy skills.
- A general guide to study requirements for entry level qualifications.
- Intended to test at a Year 10 level.
- Intended to guide further careers investigation with the help of a careers expert.
- Designed to be completed with a calculator.

### This quiz is not:

- A pre-requisite for any job application.
- A formal assessment of literacy and numeracy.
- A test of general knowledge.
- A test of complex problem solving or reasoning.
- A guide for prices of items or rates of pay. These figures are fictional examples.

This quiz has fillable form functionality which can be used on your computer. This means that you do not need to print this quiz to do it.

To access the fillable form functionality you must download and save the quiz first. If you do not save the quiz before answering questions, you will not be able to save your answers. Once the PDF is saved you should then be able to use your keyboard and mouse to select and complete the answer fields.

If you are having difficulties using the fillable functionality, we suggest using the Adobe Acrobat Reader software. If you do not have Adobe Acrobat Reader, you can download it for free here: <https://get.adobe.com/reader/>.



# Practice Aptitude QUIZ

## Part 2: The Quiz

### Section 1: Language and Literacy

1. Select the correct spelling of the missing word in each of these sentences:

a. Mary enjoys working in Child Care. Her supervisor says she is very \_\_\_\_\_.

punctule

punctual

punntual

punctuate

b. The teacher \_\_\_\_\_ to her student.

listened

lisened

lissened

listen

c. Children called Roger names and hurt his \_\_\_\_\_ while he was playing with them.

fealings

feelings

felings

feellings

d. It is important for children to have a variety of learning \_\_\_\_\_.

experriences

xperiences

experences

experiences



# Practice Aptitude QUIZ

## 2. Circle the word which can replace the word in the sentence that underlined:

a. The child care assistant employed good working habits within the work environment.

hired

utilised

complained

took

b. Health and safety hazards can be minimised by enforcing good health and safety practices within the workplace.

prevented

deficient

eluded

reduced

c. Early childhood professionals encourage children to explore their surroundings, solve problems, communicate and think creatively and constructively.

investigate

find

look

destroy

d. In Children's Services, you need to work as part of a group to achieve your goals.

team

colleagues

others

friends

## 3. Read the article below and answer the questions that follow:

### Temperature Control

If the child does have a temperature, then we need to reduce it. There are a number of ways to do this. We can:

- Loosen or remove their outer clothing;
- Give them small sips of water;
- Open the windows;
- Use a fan to blow cool air;
- Sponge them with lukewarm water.

Although it may be tempting to place them in a cold bath or use ice to cool the fever (and you may have seen movies where this approach has been used) do not do this as it may lower the temperature too quickly and send the child into shock.

If the child is overheated we need to check their temperature every half an hour to see if our strategies for lowering their body heat are working.





# Practice Aptitude QUIZ

- Viruses - viruses are smaller than bacteria and cannot be seen with a microscope. Viruses need a body to live in and multiply. A virus lives in the cell of a living plant, animal or person. Viruses are able to move and infect other cells - this is how a virus grows and spreads. Viral infections tend to be more severe and are harder to treat because they do not respond to antibiotics.
- Fungi - fungi such as mushrooms and mould spread by spores which are present in the air, water and soil. Very few cause infections. There are not many types of fungal infections. Notable fungal infections include tinea. Athletes foot and thrush.

Some of these organisms are present all around us and in normal numbers do not cause infection. For example, there are bacteria that live in the stomach and help us with the digestion of food.

Other organisms such as the flu virus are highly contagious. This means that they can spread very easily from one person to another. You do not have to be in contact with the virus for very long to catch it and get sick. Humans have an immune system that helps to prevent infections. Your immune system is your natural defence against illness. However, children have not built up their immune system because they have not been exposed to different infections. Therefore, children are less able to fight infections and they tend to be sicker and take longer to get better. (Extract from 'Working safely in Aged Care' by Aspire Learning Resources)

## Questions:

- a. What is an infection?
- b. Who can be affected by an infection?
- c. Why are infections caused by a virus more dangerous than those caused by bacteria?
- d. What is meant by the term contagious?



# Practice Aptitude QUIZ

**5. Read this following passage then answer the question that follows:**

The Barry-Singh family have two children: Jasmine (4 years) and Mala (2 years). For religious reasons neither child is allowed to eat meat, fish or dairy products of any kind on Fridays. Despite training and instructions to all staff there is one carer who forgets this requirement and gives the children milk to drink on a Friday.

From the following statements select the option that does not meet the requirements the Barry-Singh family have established for the care of their children.

The Barry-Singh children are not allowed to eat meat, fish or dairy products on a Friday.

Jasmine and Mala can eat any foods Monday to Thursday.

The children can drink milk on a Friday.

**6. Select the correct spelling of the following words:**

Asesment

Assesment

Assessment

Asassment

Rephlective

Reflektive

Refleective

Reflective

Availability

Avvailability

Availability

Avalavillity

Cleening

Cleaning

Cleanning

Clening





# Practice Aptitude QUIZ

7. The following words are related to working in Child Care. Arrange them in alphabetical order:

|             |  |
|-------------|--|
| Confidence  |  |
| Behaviour   |  |
| Equipment   |  |
| Nutritious  |  |
| Respectful  |  |
| Supportive  |  |
| Information |  |
| Transition  |  |
| Restful     |  |
| Injury      |  |

8. The following procedure for washing hands is not in the correct order:

a. Rearrange the numbers in the correct order.

1. When soap has foamed, rinse well with water.
2. Dispose the paper towel correctly.
3. Thoroughly wet hands with water.
4. Dry hands thoroughly using clean paper towel.
5. Use medicated hand wash and rub thoroughly over both hands for 20 seconds.

Correct order:

**Thinking about this procedure:**

b. With what should you wash your hands?



# Practice Aptitude QUIZ

- c. When soap has foamed, what should be done next?
  
- d. What should you do with the paper towel once you have dried your hands?

9. Match each of the following Occupation, Safety & Health (OH&S) items with its accompanying definition. Insert the item number that applies to the related definitions in the table below:

| Item                             | Definition   | Correct Item Number |
|----------------------------------|--|---------------------|
| 1. Personal Protective Equipment | Substances or materials that have the potential to cause immediate harm, for example detergent or disinfectant if swallowed.   |                     |
| 2. Emergency Equipment           | Alerts workers and clients that there is a potential hazard and so care must be taken. A hazard is capable of causing personal injury, occupationally related disease or death. A 'wet floor' sign is an example of this type of hazard. |                     |
| 3. Dangerous goods               | Any equipment specifically used in an emergency. Attention must be paid to safe usage of the equipment, for example a fire extinguisher.   |                     |
| 4. Hazard or warning signs       | Equipment and gear used by workers to protect them from hazards in the workplace, for example, gloves and sunscreen.   |                     |



# Practice Aptitude QUIZ

10. Read the following safety procedures and answer the questions below:

## **The lifting and moving of heavy objects procedure**

When lifting and moving objects, follow the procedures as listed below:

- Before you lift anything, assess the load to ascertain if it is very heavy;
- Get close to the load, so you do not have to reach out to pick it up;
- Place your feet well, so you do not lose balance;
- Lower your body without bending your back;
- Get a firm grip with both hands, so the load does not slip;
- Lift using your leg muscles, so you do not strain your back;
- If you are not sure about how to lift any load or object, speak to your supervisor immediately and ask for assistance.

a. Why do you need to get close to the load before picking it up?

b. How do you ensure that the load does not slip?

c. What should you do if you are not sure about how to lift a load?

11. **Several pre-schools aged children have been interested in the road works that are taking place outside their Day Care Centre. They call out to you to “Come and watch the big digging machine.”**

Following are some questions you could ask the children to gain an understanding of the children’s interest? Select the least appropriate question from the following list of questions.

What can you see?

Are you coming in for morning tea?

What are they building?

What are they digging?

Do you know what this vehicle is called?



# Practice Aptitude QUIZ

## 12. Allergies

Food allergy is caused by an immune system reaction to the protein in a food such as milk, nuts, eggs, wheat, seafood and soy. Symptoms can include skin reactions, swelling of the lips, tongue or mouth, vomiting, diarrhoea, tightness in the throat, difficulty breathing, and occasionally a life-threatening reaction call anaphylaxis.

Even small amounts of a food can cause reactions. Reactions may occur immediately or within one hour of eating or touching the food. Most children 'grow out' of allergies by school age. However, seafood and nut allergies tend to be lifelong.

a. Food allergies are usually caused by: (Select the correct response)

The size of the portion of food

The flavour of the food

The proteins in some foods

The time of day a meal is eaten

b. Which of the following is not a possible symptom of a food allergy? (Select the correct response)

Vomiting

Car sickness

Swelling of the lips

Difficulty breathing



# Practice Aptitude QUIZ

## Section 2: Numeracy

### 1. Convert the following:

\$3.52 to cents

---

7000 cents to dollars

---

35 days to weeks

---

### 2. Calculate the number of hours and minutes from 9.05 a.m. to 3.35 p.m.:

### 3. Select the best estimate of the answer for the following:

a.  $99 \times 89 =$                       89                      890                      89000                      8900

b.  $8000 \div 37 =$                       4000                      2000                      200                      400

### 4. Write the following as a number:

Nine thousand, two hundred and sixty eight

---

Forty nine thousand and sixty three

---

### 5. Calculate the following:

$43 + 27$

---

$602 + 198$

---

$433 - 348$

---

### 6. Multiply the following:

$7.84 \times 10$

---

$9 \times 12$

---

$4 \times 9$

---

$8 \times 6$

---



# Practice Aptitude QUIZ

7. You arrive at work at 7.00 a.m. and leave at 3.30 p.m. How long have you been at work? Write your answer in number of hours and number of minutes:

8. You have been asked by child care staff to monitor the fluid intake of a child. What is the total fluid intake if the individual consumes the following fluids throughout the day? Provide your answer in litres.

250 mls of milk in a bowl of cereal

300 mls drink of water

150 mls of custard

150 mls drink of orange juice

**Total fluid intake (litres)**

9. Poppy is a child in your care. She is only allowed to have 2 litres (2000 mls) of fluid a day. If Poppy has drunk the following amounts, how much can she drink for the remainder of the day? Provide your answer in millilitres.

400 mls

300 mls

500 mls

**Remaining fluid allowance (ml)**

10. A play dough recipe requires flour to be diluted at a ratio of 1:4 with the water. If you have 8 cups of flour, how many cups of water will have to be added to the flour to make the dough?

11. When you work more than 30 hours a week, you get paid overtime at a rate of \$25.60 per hour before tax. Last week, you worked 35 hours a week. What is your overtime payment before tax?

12. Jacob needs to administer medicine to a child in his care at the Centre. He is due to give the medicine four hours after the last dose. If the last dose was at 9.00 a.m., what time should Jacob give the medicine? Select the correct answer:

11.00 am

1.00 pm

12.00 pm

12.00 am



# Practice Aptitude QUIZ

13. Isabel had to catch a train to work. She caught the 8.25 am Smithfield train. She arrived at the Central Station at 9.00 am. How long was her travel time? (Select the correct answer)

45 minutes

50 minutes

35 minutes

20 minutes

14. If a city's maximum temperature was 42 degrees and the minimum was 9 degrees, what is the difference between the two temperatures? (Select the correct answer)

29

35

27

33

15. Jamie bought 3 bottles of milk at \$1.08 each. How much change should he receive from \$10.00? (Select the correct answer)

\$6.80

\$7.00

\$6.76

\$7.02

16. You are involved with planning the lunch menu at your child care centre. You have been provided with a list of possible meals. You thoroughly check that the major ingredients of each meal are included in this list. Read the list and then answer the questions.

| Option | Meal  | Cost   |
|--------|---|--------|
| A      | Chicken and macaroni bake with cheese, broccoli, carrots and capsicum | \$4.25 |
| B      | Lentil and vegetable soup with wholemeal bread rolls                  | \$3.75 |
| C      | Lamb with rice  | \$4.95 |
| D      | Spaghetti bolognaise  | \$4.15 |
| E      | Vegetarian pizza with cheese  | \$3.20 |
| F      | Fried rice with prawns and corn                                       | \$3.50 |
| G      | Chicken, cheese and spinach pasta bake                                | \$4.60 |
| H      | Fish mornay with cheese and pasta                                     | \$4.10 |
| I      | Sweet and sour beef with vegetables                                   | \$4.75 |

a. Jackson is a child at your centre who has an allergy to all fish and shellfish. From the information provided in the list of lunch meals above, identify the two meals that he should definitely not be served. Write the letters attached to the meal options below:



## Practice Aptitude QUIZ

- b. Ting is another child at your centre. She has an allergy to milk, including foods made from milk such as cheese and yoghurt. From the information provided in the list of lunch meals above, identify the four meals that she should definitely not be served. Write the letters attached to the meal options below:
- c. The menu at your Child Care Centre must be planned within a budget. List all the meals where the ingredients cost under \$4.05:
- d. It is decided to include Fish Mornay on the lunch menu. However, as Jackson has an allergy to fish it is decided that he will be served Vegetarian Pizza with cheese for that meal. How does this decision change the budget for this meal?  
(Select the correct response)

Increases the cost by \$0.60

Increases the cost by \$0.90

Decreases the cost by \$0.60

Decreases the cost by \$0.90





# Practice Aptitude QUIZ

## ANSWERS

### Section 1: Language and Literacy

1. a. punctual                      b. listened                      c. feelings                      d. experiences
2. a. utilised                      b. reduced                      c. investigate                      d. team
3.
  - a. Placing a child in a cold bath, may lower the temperature too quickly and place the child in a state of shock.
  - b. The best way to notice that children are not well is through observing and watching.
  - c. Child care workers are not qualified to diagnose illnesses of children in their care.
4. a. A medical condition caused by micro-organisms.  
b. Everyone.  
c. Viruses are smaller and cannot be treated with antibiotics.  
d. A condition that is easily spread from one individual to another.
5. The children can drink milk on a Friday.
6. Assessment, Reflective, Availability, Cleaning
7. 

|             |
|-------------|
| Behaviour   |
| Confidence  |
| Equipment   |
| Information |
| Injury      |
| Nutritious  |
| Respectful  |
| Restful     |
| Supportive  |
| Transition  |
8. a. 3, 5, 1, 4, 2  
b. Medicated hand wash  
c. Rinse well with water  
d. Dry hands & dispose of the paper towel correctly



# Practice Aptitude QUIZ

9.

| Definition  | Item                             |
|---|----------------------------------|
| Substances or materials that have the potential to cause immediate harm. For example detergent or disinfectant.   | 3. Dangerous goods               |
| Alerts workers and clients that there is a potential hazard and so care must be taken. A hazard is capable of causing personal injury occupationally related disease or death. A 'wet floor' sign is an example of this type of hazard. | 4. Hazard or warning signs       |
| Any equipment specifically used in an emergency. Attention must be paid to safe usage of the equipment. For example a fire extinguisher.  | 2. Emergency Equipment           |
| Equipment and gear used by workers to protect them from hazards in the workplace. For example, gloves and sunscreen.  | 1. Personal Protective Equipment |

10. a. Getting closer to the load means that you do not have to reach out to pick it up.  
b. To ensure that the load does not slip, you need to get a firm grip with both hands.  
c. You should speak with your supervisor if you are not sure of the procedure to lift a load.

11. Are you coming in for morning tea?

12. a. the proteins in some foods    b. car sickness

## Section 2: Numeracy

1. a. 352 cents                      b. \$70.00                      c. 5 weeks
2. 6 hours and 30 minutes



# Practice Aptitude QUIZ

3. a. 8900    b. 200
4. 9268, 49063
5. 70, 800, 85
6. 78.4, 108, 36, 48
7. 8 hours and 30 minutes
8. Total fluid intake: 0.850 litres
9. The child is allowed to drink another 800 mls for the day
10. 32 cups of water
11. \$128.00
12. 1.00 pm
13. 35 minutes
14. 33
15. \$6.76
16. a. F and H  
b. A, E, G and H  
c. B, E and F  
d. It decreases the cost by \$0.90



# Practice Aptitude QUIZ

**This Practice Aptitude Quiz was developed by:**



The Australian Apprenticeships and Traineeships Information Service (AATIS) aims to increase awareness of potential apprenticeship and traineeship pathways for students, job hunters, career changers and employers. It also provides up to date information and resources to organisations serving those groups. AATIS runs the [Australian Apprenticeships Pathways website](#), the [AusAppPathways Mobile App](#), and the [My Gain YouTube Channel](#). AATIS is funded by the Australian Government Department of Education and Training.



**The Australian Centre for Career Education - [www.ceav.vic.edu.au](http://www.ceav.vic.edu.au)**

The Australian Centre for Career Education is a state based peak association for career practitioners working in a range of educational settings. The ACCE provides membership, training and professional development aligned to the national standards for career practitioners. It also provides careers counselling to the general public and consultancy to industry and governments.

**For enquiries about this Practice Aptitude Quiz, contact  
The Australian Apprenticeships and Traineeships Information Service on  
1800 338 022**