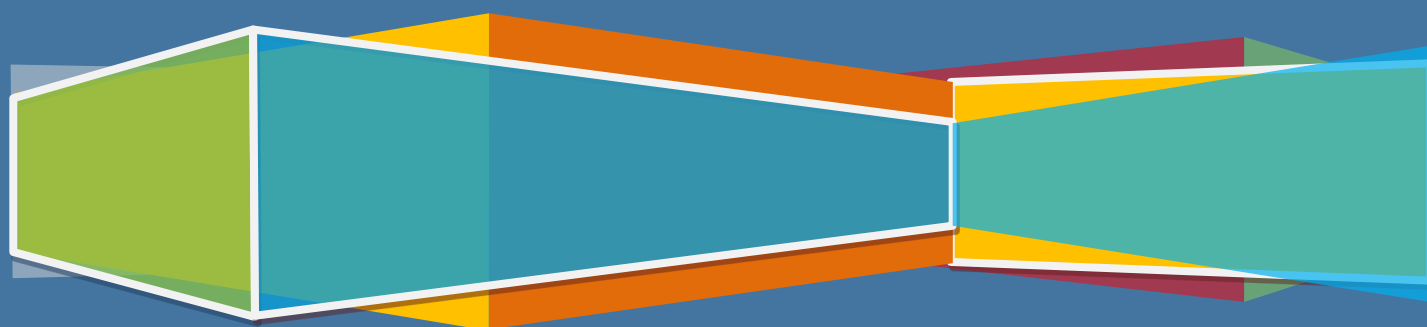




# Wellington High School

## VET Stage 6 Prospectus 2017- 2018



The following document provides important information about Vocational Education and Training (VET) courses delivered by Wagga Wagga Registered Training Organisation (RTO) 90333.

### **General**

VET courses offer dual accreditation: students who successfully complete these courses will gain unit credit toward their Higher School Certificate (HSC) and will also receive a nationally recognised industry based qualification.

### **Framework and Non Framework Courses**

VET courses are generally broken into two groups, Industry Curriculum Framework (ICF) courses and Board Endorsed Courses (BEC). Both groups will provide units of credit towards the students HSC. Similarly both groups will give students access to a nationally recognised qualification.

Industry Curriculum Framework courses are category B subjects for the purpose of calculating an Australian Tertiary Admission Rank (ATAR). The ATAR is the main method of determining university admission for students seeking university admission at the end of year 12.

**Note: Students must complete a 240 hour course and sit the optional HSC examination. Only ONE Category B course may be used towards the student's ATAR. Board Endorsed Courses cannot be used towards the ATAR.**

### **Assessment Procedures**

Assessment of students in VET courses is competency based. This means that evidence of achievement of competency is produced by the student, collected by an assessor and judged against agreed industry standards. Assessments are generally practical in nature and reflect the type of tasks that would be required to be performed in the workplace, however written tasks may be used to assess knowledge and understanding of concepts related to the course.

Evidence of competence can be collected by the assessor in a variety of ways. Like all other HSC courses, some of the evidence collected will be through formal assessment tasks or events such as project work, presentation of portfolios, practical demonstrations, as well as pen and paper tasks. Students are deemed either competent or not yet competent following an assessment task.

No grades or marks are awarded through competency based assessments. The school will provide an assessment schedule for each VET course.

### **Optional External HSC Examination**

Industry Curriculum Framework courses have an optional external HSC exam for students wishing to include their mark in the calculation of the ATAR. Students who sit for the optional HSC exam will have an estimate mark submitted to the Board of Studies, Teaching and Educational standards (BOSTES) by the school. This estimate mark will only be used in the event of a claim of misadventure.

### **Student Selection, enrolment and induction procedures**

Stage 6 VET courses are available to all students in years 11 and 12. Stage 6 VET courses may also be available to students in years 9 and 10 as "Early Commencement". It is generally recommended that students in Year 9 do NOT undertake "Early Commencement" of Stage 6 VET courses.

A course induction will be delivered by course trainers at the beginning of the each course. This induction will include information regarding the specific course they are studying, recognition of prior learning procedures, assessment procedures, information regarding student rights and responsibilities, and a student declaration to be signed by the student to confirm that they have completed the induction as part of their enrolment procedures.

### **Fees and charges**

RTO 90333 – VET course

Some VET courses attract a course cost. Where a course cost exists it will be indicated on the course information page. More detailed information regarding fee charges and refund policies will be provided in the course induction.

Students having difficulty in making payments may be able access the Student Assistance Scheme. See your student adviser for details as to how this fund can be accessed.

### **Freedom of Information and Privacy**

Students' rights to privacy and access to information are outlined in the Freedom of Information and Privacy policy. All staff members are required to abide by the Department's Privacy Code of Practice.

### **Credit Transfer and Recognition of Prior Learning (RPL)**

Credit transfer is available to students who produce evidence of achievement of competency from another RTO. RPL may also be available to students who can provide sufficient evidence of skills attained previously. Students seeking RPL should follow the RPL procedures outlined in the RTO Student Guide.

### **Work Placement**

Seventy (70) hours of work placement per 240 hours of study is a mandatory HSC component of many VET courses. Failure to complete mandatory work placement will mean that a student will receive an "N" determination for the subject and as a result may be ineligible for the award of the HSC. Students will be provided with additional work placement information in the course induction.

### **School Based Apprenticeships and Traineeships (SBATs)**

The SBAT Program provides students with the opportunity to include a recognised VET qualification within their HSC and to combine this with paid work.

SBATs must complete formal training that is delivered by a RTO. The formal training must meet the requirements of the relevant Vocational Training Order (VTO) for that apprenticeship or traineeship vocation, and lead to a nationally recognised qualification. The formal training component of a SBAT will contribute unit credit towards the HSC.

### **Becoming a School Based Apprentice or Trainee**

Students must first find an employer prepared to take them on as a school based apprentice or trainee. Once an offer of employment has been made, students must contact the SBAT Contact Person in their school. This is usually the Careers Adviser. The SBAT Contact Person will then commence the process to seek approval to establish a SBAT.

Students wanting to find out more information regarding SBATs should contact the school's Careers Adviser. The following website is also a key source of information regarding SBATs: [www.sbatinnsw.info](http://www.sbatinnsw.info)

### **Unique Student Identifier**

From January 2015, all students undertaking Nationally Recognised Training delivered by a Registered Training Organisation will have a Unique Student Identifier (USI).

The USI provides easy access to all VET training records and results throughout your life. You can access your USI account online from a computer, tablet or smart phone at any time. You must keep your USI safe and ready to use for further enrolments in VET training.

### **Smart and Skilled**

Smart and Skilled is being implemented with an entitlement to government subsidised training commencing January 1, 2015. Qualifications achieved at school do not impact on this entitlement post school. This may impact on positions available within industry sectors for SBATs.

### **Commitment**

Wellington High School students are reminded that a SBAT requires commitment to both the host employer and school. Students are expected not only to fulfil the requirements of the framework in which they are completing the SBAT, but MUST also fulfil the requirements of ALL other subjects. This means catching up on missed work from other school subjects when attending employment.

# Construction Pathways Industry Curriculum Framework

(Refer also to Introductory Notes: HSC VET Industry Curriculum Framework Courses)

## Why study Construction?

Construction provides students with the opportunity to gain a range of skills suitable for employment in the construction industry and to provide pathways for further study.

## Working in the construction industry involves:

- constructing buildings
- modifying buildings
- contracting
- designing buildings
- measuring materials and sites
- communicating with clients

## Samples of occupations students can aim for in the construction industry:

- |               |                           |
|---------------|---------------------------|
| ✓ building    | ✓ roofing                 |
| ✓ bricklaying | ✓ shop fitting            |
| ✓ carpentry   | ✓ tiling                  |
| ✓ concreting  | ✓ painting and decorating |
| ✓ glazing     |                           |
| ✓ joinery     |                           |

## Course description

This course is based on units of competency, which have been developed by the construction industry to describe the competencies, skills and knowledge required by workers in the industry.

The course incorporates core units plus a range of elective units from the General Construction sector. A mandatory WorkCover NSW approved general OH&S induction-training program, as well as a work activity OH&S training and site-specific OH&S training must be completed before students are allowed onto a work site.

**School-based traineeships and apprenticeships are available in this industry area, for more information:**

<http://www.sbatinnsw.info/>

## Recognition of Prior Learning

If you have already completed all or part of a similar vocational course elsewhere, such as at TAFE, your previous studies and results will be recognised. You will not have to repeat that training and assessment. Additionally if through previous work or life experiences you have already developed high level skills in this course area, these may also be able to be recognised. Your teacher or VET Co-ordinator can provide more details of the recognition process.

90333 Certificate II in Construction Pathways CPC20211

Course: **Construction (240 indicative hours)**  
 4 Preliminary and/or HSC units in total  
 Board Developed Course Category B status for Australian Tertiary Admission Rank (ATAR)  
 Students must complete a minimum of 70 hours work placement to meet HSC requirements.

**Course Description**

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Students will be able to gain skills in planning and organising work, measuring and calculating, reading and interpreting plans, safe and environmentally sustainable work practices and the use of construction tools and equipment. Skills gained in this industry transfer to other industries. Occupations in the construction industry include: construction or trades assistant, builder's labourer, bricklayer, carpenter, plasterer, roof tiler, concreter, painter and decorator and wall or floor tiler. This qualification provides a pathway to the primary trades in the construction industry with the exception of plumbing. Trade outcomes are predominantly achieved through an Australian Apprenticeship and this Certificate II allows for inclusion of skills suited for entry to off-site occupations, such as joinery and shop-fitting as well as carpentry, bricklaying and other occupations in general construction.

**Core Units of Competency**

- CPCCCM1012A Work effectively & sustainably in the construction industry
- CPCCCM1013A Plan and organise work
- CPCCCM1014A Conduct workplace communication
- CPCCCM1015A Carry out measurements and calculations
- CPCCCM2001A Read and interpret plans and specifications
- CPCCOHS2001A Apply OHS requirements, policies & procedures in the construction industry

**Elective Units of Competency**

- Elective units may include:
- CPCCCA2002B Use carpentry tools and equipment
  - CPCCCA2011A Handle carpentry materials
  - CPCCCM2004A Handle construction materials
  - CPCCCM2006B Apply basic levelling procedures
  - CPCCJN2001A Assemble components
  - CPCCJN2002B Prepare for off-site manufacturing process
  - CPCCBL2001A Handle and Prepare bricklaying material
  - CPCCBL2002A Use bricklaying and block laying tools and equipment
  - CPCCCA2003A Erect and dismantle form work for footings and slabs on ground
  - CPCCCO2013A Carry out concreting to simple forms

This course contains three additional units above the qualification to meet NSW HSC Board of Studies requirements. CPCCOHS1001A Work safely in the construction industry, CPCCCM2005B Use construction tools and equipment, CPCCO2021A Handle concreting materials

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

**Qualifications**

Students who are assessed as competent in the above units of competency will be eligible for a **Certificate II in Construction Pathways CPC20211**. Students who do not achieve competency in all the above units will be eligible for a Statement of Attainment towards **Certificate II in Construction Pathways CPC20211**.

Foundation Skills- describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance. Foundation skills can be found in each unit of competency downloaded from <http://training.gov.au/>

**Competency- Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met Board of Studies course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** \$70 year 11, \$70 year 12 and Approx \$30 White Card. **Refund Arrangements:** on a pro – rata basis / Discuss payment options with your trainer.

**Delivery Arrangements:** White Card must be completed by the end of Term 1

**Exclusions :**

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

# Business Services Industry Curriculum Framework

(Refer also to Introductory Notes: HSC VET Industry Curriculum Framework Courses)

## Why study Business Services?

The business services industry provides clerical and administrative support to commerce, industry, government and the professions. Skills gained in this industry transfer to other occupations.

## Working in the business services industry involves:

- customer (client) service
- organising information and records in paper and electronic forms
- teamwork
- using technologies
- creating documents

## Samples of occupations students can aim for in the business services industry:

- ✓ payroll clerk/officer
- ✓ personal assistant
- ✓ personnel clerk
- ✓ project manager
- ✓ sales clerk/officer
- ✓ secretary

## Course description

This course is based on units of competency, which have been developed at a national level to describe the competencies, skills and knowledge required by workers in the industry.

Qualifications available to students in the Business Services Curriculum Framework comprise units of competency drawn from the following skill areas: information technology, communication, enterprise, technology, and finance.

**A school-based traineeship is available in this course, for more information:** <http://www.sbatinnsw.info/>

## Recognition of Prior Learning

If you have already completed all or part of a similar vocational course elsewhere, such as at TAFE, your previous studies and results will be recognised. You will not have to repeat that training and assessment. Additionally if through previous work or life experiences you have already developed high level skills in this course area, these may also be able to be recognised. Your teacher or VET Coordinator can provide more details of the recognition process.

**BSB20112 Certificate II in Business**

Course: **Business Services (240 indicative hours)** 4 Preliminary and/or HSC units in total  
 Board Developed Course Category B status for Australian Tertiary Admission Rank (ATAR)  
 Students must complete a minimum of 70 hours work placement to meet HSC requirements.

**Course Description**

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Business Services includes functions related to advertising, accounting, business communication, human resources, legal work, management, market research, sales and marketing and secretarial and technology applications. Students will acquire a range of technical, practical, personal and organisational skills valued both within and beyond the workplace. Occupations in the business service industry include administration assistant, clerical worker, data entry operator, information desk clerk, office junior receptionist.

**Core Unit of Competency**

BSBWS201A Contribute to health and safety of self and others

**Elective Units of Competency**

BSBCMM201A Communicate in the workplace

BSBCUS201B Deliver a service to customers

BSBIND201A Work effectively in a business environment

BSBINM201A Process and maintain workplace information

BSBSUS201A Participate in environmentally sustainable work practices

**Elective Units of Competency (continued)**

BSBWOR202A Organise and complete daily work activities  
 BSBWOR203B Work effectively with others

BSBWOR204A Use business technology

BSBITU102A Develop keyboard skills

BSBITU201A Produce simple word processed documents

BSBITU202A Create and use spreadsheets

BSBITU203A Communicate electronically

BSBINM202A Handle mail

BSBADM311A Maintain business resources

**or**

BSBITU302B Create electronic presentations

This course contains additional units above the qualification to meet NSW HSC Board of Studies requirements.

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

**Qualifications**

Students who are assessed as competent in the above units of competency will be eligible for a Certificate II in Business BSB20112. Students who do not achieve competency in all the above units will be eligible for a Statement of Attainment towards Certificate II in Business BSB20112. **The current Business Services Curriculum Framework is under review. The current Certificate II in Business BSB20112 is being superseded by Certificate II in Business BSB20115 and as a result some core and elective units of competency may change.**

**Foundation Skills** - describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance. Foundation skills can be found in each unit of competency downloaded from <http://training.gov.au/>



**Competency- Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met Board of Studies course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** Cost to be determined **Refund Arrangements:** on a pro – rata basis Discuss payment options with your trainer

**Delivery Arrangements:**

**Exclusions :**

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

# Hospitality – Kitchen Operations Industry Curriculum Framework

(Refer also to Introductory Notes: HSC VET Industry Curriculum Framework Courses)

## Why study Hospitality?

**Hospitality focuses on providing customer service. Skills learned can be transferred across a range of industries. Workplaces for which Hospitality competencies are required include cafes, catering organisations and resorts.**

## Working in the hospitality industry involves:

- supporting and working with colleagues to meet goals and provide a high level of customer service
- developing menus, managing resources, preparing, cooking and serving a range of dishes
- providing food and beverage service in a range of settings
- providing house keeping and front office services in hotels, motels, resorts and other hospitality establishments
- planning and organising events and managing services

## Samples of occupations students can aim for in the hospitality industry:

- ✓ bar assistant
- ✓ chef
- ✓ events coordinator
- ✓ food and beverage manager
- ✓ reservations clerk
- ✓ front office receptionist
- ✓ guest service coordinator

## Course description

This course is based on units of competency, which have been developed by the hospitality industry to describe the competencies, skills and knowledge required by workers in the industry.

The course incorporates core units of competency plus units from various functional areas such as: kitchen attending, commercial cookery, commercial catering, food and beverage, front office, housekeeping and sales/office operations.

**School-based traineeships and apprenticeships are available in this industry area, for more information:**

<http://www.sbatinnsw.info/>

## Recognition of Prior Learning

If you have already completed all or part of a similar vocational course elsewhere, such as at TAFE, your previous studies and results will be recognised. You will not have to repeat that training and assessment. Additionally if through previous work or life experiences you have already developed high level skills in this course area, these may also be able to be recognised. Your teacher or VET Coordinator can provide more details of the recognition process.

**Certificate II in Kitchen Operations – SIT20312**

<p>Course: <b>Hospitality (240 indicative hours)</b>      4 Preliminary and/or HSC units in total          Board Developed Course      Category B status for Australian Tertiary Admission Rank (ATAR)          Students must complete a minimum of 70 hours work placement to meet HSC requirements.</p>	
<p><b>Course Description</b>          This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification reflects the role of individuals working in kitchens who use a defined and limited range of food preparation and cookery skills. They work under direct supervision and involved in mainly routine and repetitive tasks.          This qualification provides a <b>pathway</b> a for commercial cooks into Cert III in Commercial Cookery.  <b>Job roles:</b> provides a pathway to work in kitchen operations in restaurants, hotels, catering operations, clubs, pubs, cafes, coffee shops &amp; institutions such as aged care, hospitals, prisons, schools.  <b>Possible job titles:</b> breakfast cook, catering assistant, fast food cook, sandwich hand, take-away cook.</p>	
<p><b>Core Units of Competency</b></p> <p>BSBWOR203      Work effectively with others          SITHCCC101      Use food preparation equipment          SITHCCC201      Produce dishes using basic methods of cookery          SITHCCC207      Use cookery skills effectively          SITHKOP101      Clean kitchen premises and equipment          SITXFSA101      Use hygienic practices for food safety          SITXINV202      Maintain the quality of perishable items          SITXWHS101      Participate in safe work practices</p>	<p><b>Elective Units of Competency</b></p> <p>SITHIND201      Source &amp; use information on the hospitality industry          SITXFSA201      Participate in safe food handling practices          SITHCCC102      Prepare simple dishes          SITHCCC202      Produce appetisers and salads          SITHCCC204      Produce vegetable fruit egg &amp; farinaceous dishes</p>
<p><b>Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.</b></p>	
<p><b>Qualifications:</b>          Students who are assessed as competent in the above units of competency will be eligible for a <b>Certificate II in Kitchen Operations (SIT20312)</b> Students who do not achieve competency in all the above units will be eligible for a <b>Statement of Attainment</b> towards <b>Certificate II in Kitchen Operations (SIT20312)</b>          Foundation skills- describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance. Foundation skills can be found in each unit of competency downloaded from <a href="http://training.gov.au/">http://training.gov.au/</a></p>	

**Competency- Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met Board of Studies course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** \$120.00 consumables, \$60.00 uniform and \$15.00 for hire of equipment **Refund**

**Arrangements:** on a pro – rata basis

Discuss payment options with your trainer

**Delivery Arrangements:**

**Exclusions:** Nil however students may not undertake the same unit of competency in more than one VET course.

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

## Certificate II in Hospitality - SIT20213

Course: <b>Hospitality (240 indicative hours)</b>	4 Preliminary and/or HSC units in total
Board Developed Course	Category B status for Australian Tertiary Admission Rank (ATAR)
Students must complete a minimum of 70 hours work placement to meet HSC requirements	

### Course Description

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification reflects the role of individuals who use a defined and limited range of hospitality operational skills. They work under direct supervision and involved in mainly routine and repetitive tasks using practical skills & basic industry knowledge.

This qualification provides a **pathway** to work in various hospitality settings – restaurants, hotels, motels, catering operations, clubs, pubs, cafés and coffee shops. **Possible job titles:** café attendant, catering assistant, food and beverage attendant.

### Core Units of Competency

BSBWOR203	Work effectively with others
SITHIND201	Source & use information on the hospitality industry
SITHIND202 (holistic Unit)	Use hospitality skills effectively
SITXCOM201	Show social and cultural sensitivity
SITXCCS202	Interact with customers
SITXWHS101	Participate in safe work practices

### Elective Units of Competency

SITXFSA101	Use hygienic practices for food safety
SITHFAB203	Prepare and serve non-alcoholic beverages
SITHFAB204	Prepare and serve espresso coffee
SITHFAB206	Serve food and beverage
SITHCCC103	Prepare sandwiches
SITHCCC101	Use food preparation equipment
SITXFSA201	Participate in safe food handling practices
SITHACS101	Clean premises and equipment
BSBSUS201	Participate in environmentally sustainable work practices

This course contains 3 additional units above the qualification to meet NSW HSC Board of Studies requirements.

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

### Qualifications:

Students who are assessed as competent in the above units of competency will be eligible for a **Certificate II in Hospitality (SIT20213)**. Students who do not achieve competency in all the above units will be eligible for a **Statement of Attainment** towards **Certificate II in Hospitality (SIT20213)**.

The current Certificate II in Hospitality Curriculum Framework is under review. The current **Certificate II in Hospitality (SIT20213)** is being superseded by **Certificate II in Hospitality (SIT20316)** and as a result some core and elective units of competency may change.

Foundation skills- describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance. Foundation skills can be found in each unit of competency downloaded from <http://training.gov.au/>

**Competency-Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met BOSTES course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** \$100  
rata basis

Discuss payment options with your trainer

**Refund Arrangements:** on a pro –

**Delivery Arrangements:** Wellington High School

**Exclusions:** Nil however students may not undertake the same unit of competency in more than one VET course

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

# Metal and Engineering Industry Curriculum Framework

(Refer also to Introductory Notes: HSC VET Industry Curriculum Framework Courses)

## Why study Metal and Engineering?

The manufacturing, engineering and related service industries include a wide range of industry sectors. The major industry activities and sectors are metal fabrication, metal manufacturing, aeroskills, metal machining, transport equipment manufacturing, electrical equipment and appliance manufacturing, and industrial machinery and equipment manufacturing.

Most occupations within the industry have been subject to significant change within the last decade. In some areas career paths are converging with those in computer programming.

## Working in the metal and engineering industry involves:

- constructing, assembling, installing, modifying, repairing and maintaining machines
- assembling, making parts, equipment, machines, instruments and tools
- designing machinery, parts, computer hardware and electronic circuits, using 3D graphics and drafting skills
- managing clients and staff, overseeing quotas and information, leading projects

## Samples of occupations students can aim for in the metal and engineering industry:

✓ engineering draftsman	✓ structural steel and welding supervisor
✓ engineer (automotive, fabrications, production, plastics, marine, mechanical)	✓ toolmaker
✓ fitter	✓ boat builder/ repairer
✓ instrument maker	✓ sailmaker
✓ maintenance fitter	

## Course description

This course is based on units of competency, which have been developed by the metal, engineering and related service industries to describe the competencies, skills and knowledge required by workers in the industry.

School-based traineeships and apprenticeships are available in this industry area, for more information: <http://www.sbatinnsw.info/>

Depending on competencies chosen, full or part qualifications from the Metal and Engineering Industry Training Package (MEM05) are available in mechanical, fabrication and electrical/electronic trade; production technology and systems; jewellery manufacture; boating services; and marine craft construction. Your teacher or VET Coordinator will advise you of the competencies and qualifications that may be available.

## Recognition of Prior Learning

If you have already completed all or part of a similar vocational course elsewhere, such as at TAFE, your previous studies and results will be recognised. You will not have to repeat that training and assessment. Additionally if through previous work or life experiences you have already developed high level skills in this course area, these may also be able to be recognised. Your teacher or VET Coordinator can provide more details of the recognition process.



**Certificate I in Engineering MEM10105**

Course: **Metal and Engineering (240 indicative hours)** 4 Preliminary and/or HSC units in total  
 Board Developed Course Category B status for Australian Tertiary Admission Rank (ATAR)  
 Students must complete a minimum of 70 hours work placement to meet HSC requirements.

**Course Description**

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Students will be able to gain skills in safe work practices, routine work activities, working with others, quality procedures and systems, the use of hand and power tools, technical drawing and engineering measurement. Occupations in the manufacturing, engineering and related industries include fitter, toolmaker, structural steel welder, engineering draftsman, engineer (automotive, fabrications, production, plastics, marine, mechanical) boat builder/repairer and mechanical, production or marine engineer.

**Core Units of Competency**

MEM13014A Apply principles of occupational health and safety

in the work environment

MEM14004A Plan to undertake a routine task

MEM15024A Apply quality procedures

MEM16007A Work with others in a manufacturing, engineering

or related environment

**Elective Units of Competency**

MEM15002A Apply quality systems

MEM12023A Perform engineering

measurements

MEM12024A Perform computations

MEM18001C Use hand tools

MEM18002B Use power tools/hand held operations

MEM05005B Carry out mechanical cutting

Refer to Training and Assessment Strategy when selecting units from the following list.

**Elective Units of Competency (continued)**

Elective units can include:

MEM05007C Perform manual heating and thermal cutting

MEM11011B Undertake manual handling

MEM05012C Perform routine manual

metal arc welding

MEM03001B Perform sheet and plate

assembly

MEM05004C Perform routine oxy

acetylene welding

MEM07032A Use workshop machines for

basic operations

MEM05005B Perform soft soldering

**Delivering school is to delete the units that will not be delivered.**

*This course also requires the completion of the Manufacturing, engineering and related services industries induction and MEM09002B Interpret technical drawing to meet NSW HSC Board of Studies requirements.*

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

**Qualifications**

Students who are assessed as competent in the above units of competency will be eligible for a Certificate I in Engineering MEM10105. Students who do not achieve competency in all the above units will be eligible for a **Statement of Attainment** towards Certificate I in Engineering MEM10105.

There are Foundation skills which describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance. Foundation skills can be found in each unit of competency downloaded from <http://training.gov.au/>



**Competency- Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met Board of Studies course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** \$70      **Refund Arrangements:** on a pro – rata basis

Discuss payment options with your trainer

**Delivery Arrangements:**

**Exclusions :**

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

# Primary Industries Industry Curriculum Framework

(Refer also to Introductory Notes: HSC VET Industry Curriculum Framework Courses)

## Why study Primary Industries?

Primary Industries provide products and services in response to the demand not only for food and fibre products but also for recreational and leisure activities. These products and services influence the daily lives of all members of society.

## Working in the primary industries involves:

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• dealing with and caring for animals</li><li>• breeding and growing livestock (dairy, beef, sheep, goats, pigs, chickens) crops and grains</li><li>• maintaining and using equipment such as tractors, harvesters, bailers and ploughs</li></ul> | <ul style="list-style-type: none"><li>• overseeing and managing farming operations</li><li>• developing and producing new products and technologies</li></ul> |
|---|---|

## Samples of occupations students can aim for in primary industries:

- |                    |                                  |  |
|--------------------|----------------------------------|--|
| ✓ animal attending | ✓ horse care                     | ✓ horticulture                           |
| ✓ beef production  | ✓ livestock rearing and breeding | ✓ shearing                               |
| ✓ crop production  | ✓ pest and disease control       | ✓ sheep and wool production              |
| ✓ dairy farming    | ✓ poultry production             | ✓ rural conservation and land management |

## Course description

The courses are based on units of competency, which have been developed by the agriculture, horticulture, land management and conservation and other primary industries to describe the competencies, skills and knowledge required by workers in the industry.

**School-based traineeships and apprenticeships are available in this industry area, for more information:**

<http://www.sbatinnsw.info/>

## Recognition of Prior Learning

If you have already completed all or part of a similar vocational course elsewhere, such as at TAFE, your previous studies and results will be recognised. You will not have to repeat that training and assessment. Additionally if through previous work or life experiences you have already developed high level skills in this course area, these may also be able to be recognised. Your teacher or VET Co-ordinator can provide more details of the recognition process.

**Certificate II in Agriculture AHC20110**

Course: **Primary Industries (240 indicative hours)** 4 Preliminary and/or HSC units in total  
 Board Developed Course Category B status for Australian Tertiary Admission Rank (ATAR)  
 Students must complete a minimum of 70 hours work placement to meet HSC requirements.

**Course Description**

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification provides an entry level occupational outcome in agriculture. Students will be able to gain skills and knowledge in a range of activities and functions in the production and care of livestock and/or plants, safety, maintaining and using equipment such as tractors, chemical use, interpreting weather and sustainability. Skills gained in this industry transfer to other industries. Job roles and titles vary across different industry sectors. Possible occupations in this industry include farm or station hand/labourer, shearer, livestock breeder/attendant/ stockperson, horticultural assistant and farmer/farm manager.

**Units of Competencies**

**Qualification Core - 40hours**

AHCOHS201A Participate in OHS processes

AHCWRK209A Participate in environmentally sustainable work practices

**Qualification Electives – 115 Hours**

AHCMOM202A Operate tractors

AHCMOM304A Operate machinery and equipment

AHCCHM201A Apply chemicals under supervision

AHCWRK201A Observe and report on weather

AHCPMG201A Treat weeds

AHCWRK204A Work effectively in the industry

AHCWRK205A Participate in workplace

communications

**Livestock Cluster - 65 hours**

AHCLSK202A Care for health and welfare of livestock

AHCLSK205A Handle livestock using basic techniques

AHCLSK204A Carry out regular livestock observation

AHCLSK206A Identify and mark livestock

**Fencing Cluster – 30 hours**

AHCINF202A Install, maintain and repair fencing

AHCINF201A Carry out basic electric fencing operations

**Feeding & Watering Stock Cluster**

**Extensive livestock operations – 25 hours**

AHCLSK211A Provide feed for livestock

AHCLSK209A Monitor water supplies

AHCLSK316A Prepare livestock for competition

15

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

**Qualifications**

Students who are assessed as competent in the above units of competency will be eligible for a **Certificate II in Agriculture AHC20110**. Students who do not achieve competency in all the above units will be eligible for a **Statement of Attainment** towards **Certificate II in Agriculture AHC20110**.

There are eight **Employability Skills**: communication, teamwork, problem solving, initiative and enterprise, planning and organising, self-management, learning and technology. A summary of the employability skills developed through this qualification can be downloaded from <http://training.gov.au/>

**Competency- Based Assessment :** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met Board of Studies course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET Statement of Attainment.

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:** \$60.00    **Refund Arrangements:** on a pro – rata basis Discuss payment options with your trainer

**Delivery Arrangements:**

**Exclusions :**

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

**SIS20513 Certificate II in Sports Coaching**

Course: **Sport Coaching (240 indicative hours)**

4 Preliminary and/or HSC units in total

Board Endorsed Course

Work placement is a mandatory HSC requirement. Work placement will be incorporated into course events at school and a logbook will be recorded.

**Course Description**

This board endorsed course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification reflects the role of individuals who apply the skills and knowledge to be competent in delivering a basic instruction session for a sport. An indicative job role is community coach.

**Core Units of Competency**

- BSBWOR202A Organise and complete daily work activities
- HLTAID003 Provide first aid
- SISSSCO101 Develop and update knowledge of coaching practices
- SISSSCO202 Coach beginner or novice participants to develop fundamental motor skill
- SISSSDE201 Communicate effectively with others in a sport environment
- SISXCA1102A Assist in preparing and conducting sport and recreation sessions
- SISXIND211 Develop and update sport, fitness and recreation industry knowledge
- SISXWHS101 Follow work health and safety policies

**Mandated Units of Competency**

- ICPDMT263 Access and use the Internet
- ICTICT203 Operate application software packages
- SISXCAI101A Provide equipment for activities
- SISSSPT303A Conduct basic warmup and cool down programs
- SISSATH201A Teach the fundamental skills of Athletics

**AND**

School to list sport specific electives below

This course contains additional units above the qualification to meet Board of Studies Teaching and Educational Standards NSW (BOSTES)

**Students may apply for Recognition of Prior Learning or be granted credit transfer provided suitable evidence is submitted.**

**Qualifications:** Students who are assessed as competent in the above units of competency will be eligible for a **SIS20513 Certificate II in Sport Coaching**. Students who do not achieve competency in all the above units will be eligible for a

**Statement of Attainment towards SIS20513 Certificate II in Sport Coaching.**

Foundation skills - describe language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Foundations skills can be found in each unit of competency downloaded from <http://training.gov.au/>

**Competency- Based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not yet competent' in individual units of competency.

**N Determinations:** Where a student has not met BOSTES course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards an AQF qualification.

**There is NO External Assessment (optional HSC examination) for this course and the course DOES NOT contribute to the calculation of an ATAR**

**Appeals:** Students may lodge an appeal about assessment decisions through their VET trainer.

**Resources costs:**

Discuss payment options with your trainer

**Refund Arrangements:** on a pro – rata basis

**Delivery Arrangements:** Wellington High School

**Exclusions:** Students undertaking both this Sport Coaching course and another course based on the SIS10 Sport Fitness and Recreation Training Package should choose different elective units of competency to meet the requirements each HSC course and qualification.

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>