



Vocational Education & Training Handbook 2027

Igniting Minds,
Empowering Futures.



Vocational Education & Training Handbook 2027

Contents

Vocational Education and Training	4
Code of Practice	5
 Business / Humanities	
Certificate II Skills for Work and Vocational Pathways	9
Certificate II Workplace Skills (Business)	10
Certificate II in Tourism	11
 Design Technology	
Dual Qualification – Certificate II in Hospitality and Certificate II in Cookery	12
Certificate II in Furniture Making Pathways	14
Certificate II in Engineering Pathways	16
 Arts	
Certificate II in Visual Arts	17
Certificate III in Visual Arts	19
Certificate III in Dance	20
 Childcare	
Certificate III Early Childhood Education and Care	22
 External Providers	
Certificate III in Business	25
Certificate III in Fitness	27
Certificate II in Sports Coaching	29
Dual Qualification – Certificate II in Health Support Services and Certificate III in Health Services Assistance	31

Meridan State College

Vocational Education & Training

Vocational Education and Training (VET) in Schools allows students to remain enrolled at school while completing vocational training delivered either by Meridan State Colleges' Registered Training Organisation (RTO) **OR** by other Registered Training Organisations (RTOs).

VET in Schools offers many benefits for students including:

- Gain credit points towards the Queensland Certificate of Education
- Gain direct entry into TAFE or university when they finish Year 12
- Gain credit towards a Diploma course
- Receive career focused training while still in high school
- Build a good understanding of their chosen industry



Vocational Education & Training (VET) enables students to gain nationally recognised qualifications while at school, developing practical industry skills, earning QCE credits and empowering futures to further training, study and employment.

Code of Practice

Delivery Framework

Meridan State College is a Registered Training Organisation (RTO 32134) and discharges its responsibilities for compliance with the Australian Quality Training Framework (AQTF). This includes a commitment to recognise the training qualifications issued by other Registered Training Organisations. The College is registered to deliver a range of VET Programs under the delegation of Queensland Curriculum and Assessment Authority (QCAA).

Our Legal Responsibility

Meridan State College will meet all legislative requirements of State and Federal government, in particular Workplace Health and Safety, Workplace Relations and Vocational Placement standards, as required by ASQA.

Accepted Belief and Fairness

Meridan State College provides an equitable vocational education and training system that offers responsive products and services to all students. The College is committed to providing equal opportunities in vocational education and training and welcomes all students enrolled at the College. Students will be recruited in an ethical and responsible manner, consistent with the requirements of the National Training Package.

Appropriately qualified staff will assess the extent to which students achieve the stated competency standards and outcomes of the course, based on their qualifications and experience.

Disclaimer

"The College must have certain teachers and equipment to run courses. If the school loses access to these resources, the school will where possible provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

Management Focus

Meridan State College has a commitment to providing a quality service and a focus on continuous improvement. We value students' feedback, as well as staff and employers for incorporation into future programs.

Client Service

We have sound management practices to ensure effective student standards ensure timely issue of student assessment results and qualifications. These will be appropriate to the competencies achieved and issued in accordance with national guidelines. Our quality focus includes Recognition of Prior Learning Policy, a fair and equitable Refund Policy, a Complaint and Appeal Policy, an Access and Equity Policy and student welfare and guidance services. Where necessary, arrangements will be made for students who require literacy and/or numeracy support programs.

Student Feedback

Feedback is encouraged and in the first instance, students should discuss course content and assessment with their teacher. If students are not satisfied with the response, they are encouraged to make an appointment with the Curriculum Head of Department or Vocational Education HOD. At the completion of each course the Trainer/Assessor will seek students' comments and feedback in relation to the course content/delivery and assessment method by teachers. Data is collected annually through a national online reporting system. This feedback can be anonymous and helps the College to identify program strengths and weakness for continuous improvement.

Expectations

By choosing VET subjects students will be provided with opportunities to achieve the following outcomes:

- Receive training in areas that have national recognised and valued outcomes
- Be involved in learning which is relevant to students and students' aspirations
- Enhance career and employment opportunities by maximising post-College further education, training and employment
- Prepare students for the world of work
- Have VET Units of Competency results recorded on students Queensland Certificate of Education (QCE)
- Receive an industry specific vocational Certificate or Statement of Attainment
- Gain skills to contribute to students' future skills base
- Gain credit points towards students QCE
- Students who complete qualifications at a Certificate III level receive a selection rank for entrance into University and Tertiary education.

The College:

- Recognises the importance of students receiving a broad-based education, comprising both general and vocational education and training
- Is registered with the Queensland Curriculum and Assessment Authority (QCAA) to provide the vocational education components of the Training Packages
- Has access to the facilities and resources required for the registered vocational education and training programs
- Has in place an assignment/assessment policy that applies to all subjects offered at the College
- Has a process in place that enables students to apply for Recognition of Prior Learning (RPL) for the vocational education competencies
- Has a process for addressing any concerns a student may have and offers the students access to a range of people who can provide advice and guidance about the vocational education program
- Will follow all human resource policies and regulations which may mean changes in modes of delivery and or cancellation of courses if the particular qualifications are not held by staff due to staff changes and transfers. All efforts will be taken to ensure course completion in line with the relevant AQTF policy.

The Student:

- Makes a serious commitment to studies at the College
- Attempts to complete all units of competency on the first attempt and agrees to revisit competencies if not competent after the first attempt
- Participates in structured workplace learning as arranged by the College
- Meets the expectations and demands of the College in terms of participation, cooperation, punctuality, successful submission of work and high standards of behaviour and conduct
- Maintains the high standard and reputation of Meridan State College when participating in courses conducted at external RTOs.

Enrolment and Admission

Access to VET Certificates is open to all students in the senior school, and subjects will be offered if enrolment numbers are viable and human and physical resources are available.

Fees

Subject charges vary according to individual Certificate requirements – refer to individual course information outlined in this booklet. Where applicable a fee is allocated to each certificate course that has a vocational placement component. If students are travelling to an external RTO, or work placement venues, transport costs will be the responsibility of students and their parents. If a student withdraws from any course before the completion date a pro-rata refund may apply.

Student Induction

The following information will be given in students' first class:

- A study guide indicating units of work, units of competency, assessment requirements, materials and equipment required
- Course information, including content, vocational outcomes, and assessment reporting
- Recognition of Prior Learning (RPL) arrangements
- Recognition of AQF qualifications and statements of attainment issued by other RTOs
- Appeals and Complaints Procedures.

Competency-based Assessment

Competency based assessment is a system for assessing a person's knowledge and skills. Assessment is based on actual skills and knowledge a person can demonstrate in the workplace or in other relevant contexts.

In a competency based assessment system, it is recognised that learning can come from a variety of sources, both on the job and off the job, formal and informal. Recognition is given for prior learning and for skills and knowledge which can already be shown.

Recognition of Prior Learning (RPL)

RPL means getting credit for what students know, no matter where or how they learnt it. If students' knowledge and skills are of the same standard as required in students' vocational course students may receive credit for some units of competency. RPL will allow students to do only new work (and not repeat the work in which students are already competent) and have their knowledge and skill level formally recognized.

All learning might count for RPL including knowledge and skills learnt in:

- previous studies
- work experience or industry placement
- a part-time job or unpaid work
- hobbies, activities, clubs, and sports inside or outside the College

RPL can only be granted for the vocational training competencies in the course students are studying. Students can apply for RPL in either an entire training program or in individual elements of competencies. If students decide to take advantage of RPL they must complete the RPL Application Form in detail and attach all relevant evidence. Students may be asked to attend an interview, or to do a practical task, or to provide more information. Students' class teacher or Curriculum HOD will have access to the RPL application. He/she will look at the evidence students have provided in the application (and perhaps in an interview) to decide on the outcome of their application. If there is insufficient evidence to grant RPL, students may be asked to do a practical test. After the RPL assessment is finished students will be notified of the result in writing. If students disagree with the outcome, students may appeal.

The evidence students gather for their application might include, products and/or records of school work, a personal report, or a referee's report. A single piece of evidence may be relevant to one or more of the competencies.

Products of student's work might include:

- Samples of work students have completed
- Work experience/industry placement records
- Qualifications gained
- Coaching Certificates
- Senior First Aid Certificates
- Magazine or newspaper articles about students
- Prizes, certificates or other forms of commendation

A Referee's Report is from other people to support a student's claim - e.g. co-ordinators, customers, colleagues, or previous employer who witnessed specific activities undertaken. A referee's report should include:

- A company heading from employment
- The name of the supervisor or coordinator
- Period of employment
- List of competencies developed or tasks undertaken
- Signature and position of the person verifying the claim
- The date

Credit Transfer and Articulation

Students will be given credit for national competencies achieved if they continue to TAFE and/or private providers for further study in course.

CERTIFICATE II SKILLS FOR WORK AND VOCATIONAL PATHWAYS



Vocational Education & Training CODE: VSW

QUALIFICATION: FSK20119 CERTIFICATE II SKILLS FOR WORK AND VOCATIONAL PATHWAYS

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification.

This qualification is delivered and assessed on site at Meridan State College in a simulated work environment. This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways. It is suitable for individuals who require a pathway to employment or vocational training; reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 3; entry level digital literacy and employability skills; a vocational training and employment plan.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 12 month period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II Skills for Work and Vocational Pathways, 14 units (1 core, 13 electives) must be achieved:

Core Units (1 Unit)	Elective Units (13 Units)
FSKLRG011 Use routine strategies for work-related learning	FSKNUM014 Calculate with whole numbers and familiar fractions, decimals and percentages for work
	FSKNUM015 Estimate, measure and calculate with routine metric measurements for work
	FSKDIG003 Use digital technology for non-routine workplace tasks
	FSKLRG009 Use strategies to respond to routine workplace problems
	FSKLRG010 Use routine strategies for career planning
	FSKOCM007 Interact effectively with others at work
	FSKRDG008 Read and respond to information in routine visual and graphic texts
	FSKRDG010 Read and respond to routine workplace information
	FSKWTG008 Complete routine workplace formatted texts
	FSKWTG009 Write routine workplace texts
	BSBSTR301 Contribute to continuous improvement
	BSBPEF302 Develop self-awareness
	SIRXHWB001 Maintain personal health and wellbeing

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques including:

Project; Practical Activities; Computing & Digital Tasks; Folio of Collected Evidence of Competency; Mock Interviews for positions vacant; Participation in the Meridan State College Work Experience Program.

Students must achieve successful completion of every task in order to be issued with a full certificate at the completion of this course. *Students must achieve competency at every task and undertake work experience in an approved work placement environment, in order to be issued with a full qualification at the completion of this course. A Statement of Attainment will be issued for any and all units of competency offered in the qualification that have been successfully attained should the full qualification not be earned.*

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI. Due to the technological component of this course, participation in the College's BYOX programme is strongly encouraged. **Work experience is a mandatory aspect of this course, and will be offered to students during the school term. Students are responsible for sourcing their placement, and their own transport to and from their workplace venue.**

CAREER OPPORTUNITIES & PATHWAYS

This course is an entry level course and assists students to develop skills that will allow them to interact in a productive way in the world of work. Other specific technological qualifications available at <http://training.gov.au>.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE II WORKPLACE SKILLS



(formally Certificate II Business)

Vocational Education & Training CODE: VWP

QUALIFICATION: BSB20120 CERTIFICATE II WORKPLACE SKILLS

COURSE OVERVIEW

<http://training.gov.au> - Please refer to the training.gov.au website for specific information about the qualification.

The Certificate II is a stand-alone qualification delivered on site at Meridan State College in a simulated work environment, which allows individuals to develop basic business skills and knowledge to prepare for work. This qualification reflects the role of individuals in a variety of entry-level Business Services job roles. These individuals carry out a range of basic procedural, clerical, administrative or operational tasks that require self-management and technology skills. They perform a range of mainly routine tasks using limited practical skills and fundamental operational knowledge in a defined context. Individuals in these roles generally work under direct supervision.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 12 month period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II in Workplace Skills, **ALL** 10 units must be achieved:

Core Units (5 Units)		Elective Units (5 Units)	
BSBCMM211	Apply communication skills	BSBTWK201	Work effectively with others
BSBOPS201	Work effectively in business environments	BSBTEC202	Use digital technologies to communicate in a work environment
BSBPEF202	Plan and apply time management	BSBCRT201	Develop and apply thinking and problem-solving skills
BSBSUS211	Participate in sustainable work practices	BSBTEC203	Research using the internet
BSBWHS211	Contribute to the health and safety of self and others	BSBTEC201	Use business software applications

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques:

Projects; Practical Activities; Computing Tasks; Folio of Collected Evidence of Competency

Students must achieve successful completion of every task in order to be issued with a full certificate qualification at the completion of this course. Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course. A Statement of Attainment will be issued for the completion of any successfully completed units of competency, should the full qualification not be successfully achieved.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological requirements of this course, participation in the College BYOx programme is encouraged.

CAREER OPPORTUNITIES & PATHWAYS

Articulation into:

BSB30120 Certificate III Business
BSB40120 Certificate IV Business

Other specific financial qualifications available at <http://training.gov.au>. Employment outcomes are limited and individuals are strongly advised that in order to meet the entry-level requirements of this industry, the Certificate III Business should be undertaken.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE II IN TOURISM



Vocational Education & Training CODE: VTM

QUALIFICATION: SIT20125 CERTIFICATE II in TOURISM

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification. The Certificate II qualification provides students with the basic skills and knowledge to complete a range of tourism technical activities. The qualification will provide a pathway to work in many tourism and travel industry sectors including travel agencies, tour wholesalers, tour operators, attractions, cultural and heritage sites and any small tourism business.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 2 year period, in conjunction with the Certificate II in Workplace Skills. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II in Tourism, ALL 11 units must be achieved:

Core Units		Elective Units	
SITTIND003	Source and use information on the tourism and travel industry	SITXCCS010	Provide visitor information
SITXCCS009	Provide customer information and assistance	SITTGDE013	Interpret aspects of local Australian Indigenous culture
SITXCCS011	Interact with customers	SITTTVL001	Access and interpret product information
SITXCOM007	Show social and cultural sensitivity	SITXCOM008	Provide a briefing or scripted commentary
SITXWHS005	Participate in safe work practices	CUAEMP211	Assist with the staging of public activities or events
		SIRXCEG008	Manage disrespectful, aggressive or abusive customers

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques:

Project; Practical Activities; Computing Tasks; Folio of Collected Evidence of Competency

Students must successfully complete every task and achieve competency in every unit of competency in order to be issued with a full certificate at the completion of this course.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological component of this course, participation in the College's BYOx programme is strongly encouraged. **Excursions are offered as a part of this course and will be invoiced additionally to subject fees.**

CAREER OPPORTUNITIES & PATHWAYS

Students are provided with a pathway that can lead to an office environment position where the planning of tourism and travel products and services takes place. Possible job titles include:

Documentation clerk for a tour wholesaler or travel agency; Museum attendant; Office assistant for a tour operator; Receptionist and office assistant for a professional conference organiser or event management business; Receptionist and office assistant in a travel agency; Retail sales assistant in an attraction; Ride attendant in an attraction.

Other specific industry qualifications available at <http://training.gov.au>.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE II IN HOSPITALITY & CERTIFICATE II IN COOKERY



Vocational Education & Training CODE: VHC

QUALIFICATIONS: SIT20322 CERTIFICATE II HOSPITALITY & SIT20421 CERTIFICATE II IN COOKERY

The Certificate II in Hospitality and Cookery are delivered and assessed as a combined qualification offering, over a two year enrolment period.

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about these qualifications.

These qualifications are delivered on site at Meridan State College and reflect the roles of:

- individuals with basic industry knowledge working within various hospitality settings, like cafes, restaurants, hotels etc. Students will participate in mainly routine and repetitive tasks under direct supervision.
- individuals working in kitchens who will have basic knowledge and skills in food preparation and cookery skills to prepare food and menu items. This will involve mainly routine and repetitive tasks while working under direct supervision.

Students will be required to participate in practical and theoretical sessions of work.

These qualifications are delivered in conjunction, over the 2 year period. Students must undertake 12 Hospitality Service Periods (front of house) AND 12 Kitchen Service Periods (back of house) over the 2 year enrolment period.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 2 year period. Please refer to the College website for subject costs.

COURSE UNITS

To achieve these qualifications, students must satisfactorily complete all 12 Hospitality units AND all 13 Cookery units. Statement of Attainments will be issued for all units completed where the full qualification are not reached.

Core Units	Elective Units
<i>Hospitality Core Units</i> BSBTWK201 Work effectively with others SITHIND006 Source and use information on the hospitality industry SITHIND007 Use hospitality skills effectively SITXCCS011 Interact with customers SITXCOM007 Show social and cultural sensitivity SITXWHS005 Participate in safe work practices	<i>Hospitality Elective Units</i> SITHFAB024 Prepare and serve non-alcoholic beverages SITHFAB025 Prepare and serve espresso coffee SITHFAB027 Serve food and beverage SITXCOM006 Source and present information SITXFSA005 Use hygienic practices for food safety BSBSUS211 Participate in sustainable work practices
<i>Cookery Core Units</i> SITHCCC023 Use food preparation equipment SITHCCC027 Prepare dishes using basic methods of cookery SITHCCC034 Work effectively in a commercial kitchen SITHKOP009 Clean kitchen premises and equipment SITXCCS011 Interact with customers SITXFSA005 Use hygienic practices for food safety SITXINV006 Receive, store and maintain stock SITXWHS005 Participate in safe work practices	<i>Cookery Elective Units</i> SITHCCC024 Prepare and present simple dishes SITHCCC025 Prepare and present sandwiches SITHCCC026 Package prepared foodstuffs SITHCCC028 Prepare appetisers and salads SITXCCS011 Interact with customers SITXCOM007 Show social and cultural sensitivity

ASSESSMENT TECHNIQUES

This course is delivered and assessed via projects, comprised of clustered units, to better replicate industry ways of working. Students must compete projects to a satisfactory standard (as determined by industry) and assessment is conducted using a variety of techniques:

Questioning tasks; Observation of Practical Activities; Folio of Collected Evidence

Students must achieve competency in each unit of competency to be issued with a full certificate at the completion of this course. Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course. A Statement of Attainment will be issued for the completion of any successfully completed units of competency, should the full qualification not be successfully achieved.

CERTIFICATE II IN HOSPITALITY & CERTIFICATE II IN COOKERY

SPECIAL REQUIREMENTS

- **No student may enrol in these courses without a valid USI.**
- Due to the technological component of this course, participation in the College's BYOx programme is strongly encouraged.

Hospitality

- **This certificate will require students to participate in 12 front of house service periods;** these service periods may be performed via school functions, work placement and/or a casual position within a hospitality venue, and will often be undertaken outside of school hours. **Students are responsible for sourcing an approved work place, and their transport to and from the venue.** Meridan State College reserves the right to ensure the suitability of placement.
- **Students will be responsible for sourcing their own ingredients on occasions.** These requirements will be published to students at the beginning of each term. This course focuses on the hospitality (front of house) aspects of restaurants, coffee shops and cafes in particular. An emphasis on personal and workplace hygiene is featured.

Cookery

- **Students MUST participate in 12 back of house service periods;** which may involve school functions, work placement and/or a casual position within a hospitality venue in the kitchen outside of school hours.
- **Students are responsible for sourcing an approved work place, and their transport to and from the venue.** Meridan State College reserves the right to ensure the suitability of placement.
- **Students will be responsible for sourcing their own ingredients on occasions,** for example, repeat cooks or catch-up exam situations. Should this need arise, a listing of ingredients will be provided to students and their parents/carers.
- Each term, students will be advised of a cooking schedule together with an ingredients list, which may on occasion need to be supplemented by home sourced materials.

CAREER OPPORTUNITIES & PATHWAYS

The Certificate II in Hospitality qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. Possible job titles include: Café attendant; Catering assistant; Food and beverage attendant. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

The Certificate II in Cookery qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. Possible job titles include: Café attendant; Catering assistant; Food and beverage attendant. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.



Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE II IN FURNITURE MAKING PATHWAYS



Vocational Education & Training CODE: VFM

QUALIFICATION: MSF20522 CERTIFICATE II FURNITURE MAKING PATHWAYS

COURSE OVERVIEW

<http://training.gov.au> - Please refer to the training.gov.au website for specific information about the qualification.

The Certificate II is a stand-alone qualification delivered on site at Meridan State College in a simulated work environment. This qualification is intended for a learning and assessment environment, such as a school-based pre-employment training program, where access to structured on-the-job learning in a workplace may not be available.

It delivers broad skills and knowledge in furniture making tasks which will enhance the graduates' entry-level employment prospects for apprenticeships, traineeships or general employment in a furniture manufacturing environment or related workplace. This qualification reflects the role of individuals who perform a range of mainly routine tasks using limited practical skills and fundamental operational knowledge in a business context, working under direct supervision.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 12 month period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II Furniture Making Pathways, 12 units must be achieved. Electives may be drawn from the following:

Core Units		Elective Units may include:	
MSFFP2017	Develop a career plan for the furnishing industry	MSFFM2013	Use furniture making hand and power tools
MSFFP2020	Undertake a basic furniture making project	MSFFP2014	Use basic finishing techniques on timber surfaces
MSFGN2001	Make measurements and calculations	MSFFP2011	Use timber furnishing construction techniques
MSMENV272	Participate in environmentally sustainable work practices	MSFFP2012	Join furnishing materials
MSMPC1103	Demonstrate care and apply safe practices at work	MSFFM2019	Assemble furnishing products
		MSFFM2014	Select and apply hardware
		MSMSUP106	Work in a team

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques:

Projects; Practical Activities; Computing Tasks; Folio of Collected Evidence of Competency
Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological aspect of this course, students are encouraged to participate in the College's BYOx programme.

All classes in Furniture Making Pathways will require the frequent use of potentially dangerous tools, machines and processes. It is expected that students will develop appropriate attitudes and behaviours for their continued participation in this course.

Students may be required to attend industry site visits. Students may participate in an excursion to various Furniture industry sites to gain meaningful involvement in industry and to expose the learners to realistic workplace conditions and employer expectations. Students are also expected to participate in Industry or work environment scenarios.

Steel cap boots, protective aprons, and safety glasses must be worn at all times.

CAREER OPPORTUNITIES & PATHWAYS

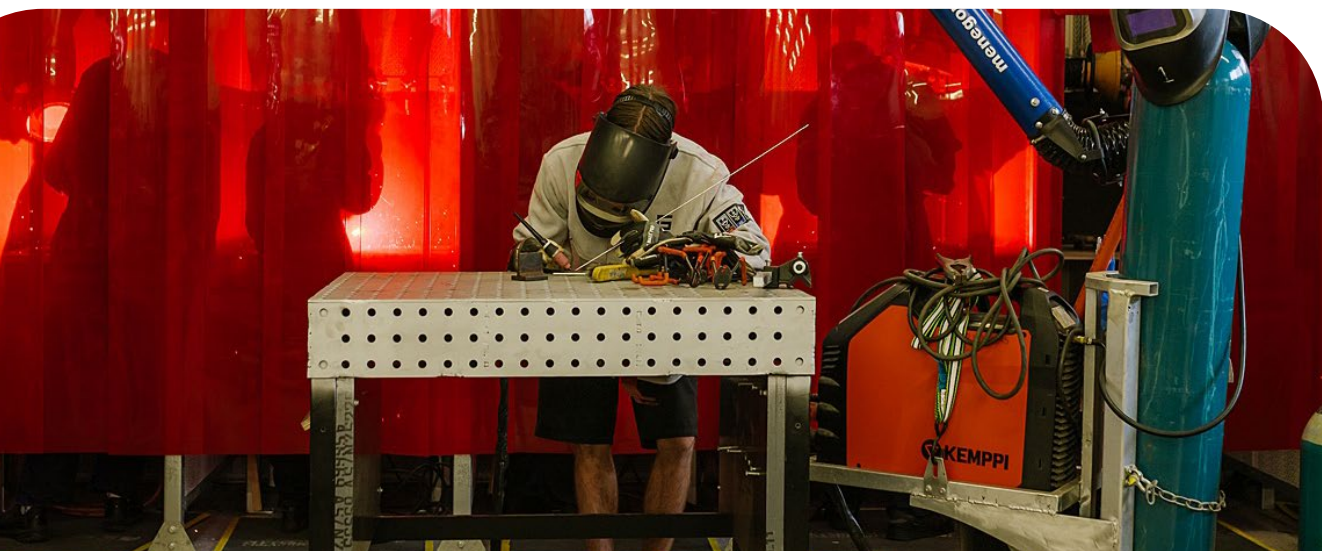
Other specific financial qualifications available at <http://training.gov.au>. Possible career paths include Certificate I Furnishings or higher, Furnishing Industry Trades, Cabinet Maker. Individuals in these roles generally work under direct supervision.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."



Students undertaking Pathways courses learn in Meridan's award-winning, purpose-built facilities using industry-standard tools, machinery and equipment. Through practical, authentic projects, students develop the skills, knowledge and confidence needed to pursue further training, apprenticeships and employment opportunities.



CERTIFICATE II IN ENGINEERING PATHWAYS



Vocational Education & Training CODE: VEN

QUALIFICATION: MEM20422 CERTIFICATE II IN ENGINEERING PATHWAYS

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification.

The Certificate II in Engineering Pathways is intended for students interested in exposure to an engineering or related working environment with a view to entering into employment in that area. Delivered on site at Meridan State College, this qualification will equip graduates with knowledge and skills which will enhance their prospects of employment in an engineering or related working environment.

The learning program develops trade-like skills but does not attempt to develop trade-level skills. As an example, the outcome level of welding skills from this qualification is not about learning trade-level welding theory and practice; it is about being introduced to welding, how it can be used to join metal and having the opportunity to weld some metal together. Similarly with machining, the outcome is to have something produced on a lathe etc., not the theory and practice of machining. The focus is on using engineering tools and equipment to produce or modify objects. This needs to be done in a safe manner for each learner and those around them. Students will participate in the manufacture of a range of practical tasks under close supervision, and complete some written tasks. Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 2 year period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II in Engineering Pathways, 12 units must be achieved. Note, electives offered are subject to change to align with current industry practices.

Core Units		Elective Units may include:	
MEM13015	Work safely and effectively in manufacturing and engineering	MEM11011*	Undertake manual handling
MEMPE005	Develop a career plan for the engineering and manufacturing industries	MEM16006*	Organise and communicate information
MEMPE006	Undertake a basic engineering project	MEM18001*	Use hand tools
MSMEVN272	Participate in environmentally sustainable work practices	MEM18002*	Use power tools/hand held operations
		MEMPE001	Use engineering workshop machines
		MEMPE002	Use electric welding machines
		MEMPE007	Pull apart and re-assemble engineering mechanisms
		MSMSUP106	Work in a team

Prerequisite units of competency – An asterisk () against a unit of competency code in the list above indicates there is a prerequisite requirement that must be met. Prerequisite unit(s) of competency must be assessed before assessment of any unit of competency with an asterisk.

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques: portfolio work; knowledge assessment; practical tasks and teacher observation. Assessment is competency based. Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological aspect of this course, students are encouraged to participate in the College's BYOx programme. All classes in Engineering Pathways will require the frequent use of potentially dangerous tools, machines and processes. It is expected that students will develop appropriate attitudes and behaviours for their continued participation in this course. Students may be required to attend industry site visits. Students may participate in an excursion to various Engineering industry sites to gain meaningful involvement in industry and to expose the learners to realistic workplace conditions and employer expectations. Students are also expected to participate in Industry or work environment scenarios.

Steel cap boots, protective aprons, and safety glasses must be worn at all times.

CAREER OPPORTUNITIES & PATHWAYS

Employment outcomes and other specific manufacturing qualifications available at <http://training.gov.au>. Possible career paths include Certificate II in Engineering or higher, Engineering Trades, Boilermaker.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE II IN VISUAL ARTS



Vocational Education & Training CODE: VVI

QUALIFICATION: CUA20720 CERTIFICATE II IN VISUAL ARTS

COURSE OVERVIEW

<http://training.gov.au> - Please refer to the training.gov.au website for specific information about the qualification.

This qualification is delivered and assessed on site at Meridan State College in a simulated work environment, and provides skills and knowledge for an individual to be competent in a wide range of visual art media including drawing, photography, ceramics, painting and colour.

This subject is offered to year 10 students in first round offers and may accept enrolments from students in years 11 & 12.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 12 month period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate II Visual Arts, 9 units (4 core, 5 electives) must be successfully completed:

Core Units		Elective Units	
BSBWHS211	Contribute to the health and safety of self and others	BSBPEF202	Plan and apply time management
CUAACD201	Develop drawing skills to communicate I ideas	CUAPAI211	Develop painting skills
CUAPPR211	Make simple creative work	CUATEX201	Develop skills in textile work
CUARES202	Source and use information relevant to own arts practice	CUACER201	Develop ceramic skills
		CUADRA201	Develop drawing skills

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques including:

Project; Practical Activities; Computing & Digital Tasks; Folio of Collected Evidence of Competency

Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course. A Statement of Attainment will be issued for the completion of any successfully completed units of competency, should the full qualification not be successfully achieved.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological component of this course, participation in the College's BYOx programme is strongly encouraged.

CAREER OPPORTUNITIES & PATHWAYS

Articulation into: CUA31125 Certificate III Visual Arts

Employment as a visual artist; employment in the fields of photography, ceramics, printmaking, artistry painter. Other specific industry qualifications available at <http://training.gov.au>.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."



Students completing qualifications through Meridan's Creative and Performing Arts Conservatory develop their creativity and technical skills in purpose-built art studios, exploring a wide range of media, techniques and digital tools. Through practical projects, they build strong creative portfolios that support further study and employment opportunities in the creative industries.



CERTIFICATE III IN VISUAL ARTS



Vocational Education & Training CODE: VAL

QUALIFICATION: CUA31125 III IN VISUAL ARTS

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification.

This qualification is delivered and assessed on site at Meridan State College in a simulated work environment, and provides skills and knowledge for an individual to be competent in a wide range of visual art media including drawing, photography, ceramics, painting and colour at an advanced level.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 2 year period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate III Visual Arts, ALL 12 units (4 core, 8 electives) must be achieved:

Core Units (4 Units)		Elective Units (8 Units)	
BSBWHS201	Contribute to health and safety of self and others	BSBDES301	Explore the use of colour
CUAACD311	Produce drawings to communicate ideas	CUACER311	Produce ceramic works
CUAPPR311	Produce creative work	CUADIG315	Produce digital images
CUARES301	Apply knowledge of history and theory to own arts practice	CUADIG316	Produce video art
		CUADRA311	Produce drawings
		CUAPAI311	Produce paintings
		CUAPHI312	Capture photographic images
		CUAPRI312	Produce prints

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques including:

Project; Practical Activities; Computing & Digital Tasks; Folio of Collected Evidence of Competency

Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course.

SPECIAL REQUIREMENTS

No student may enrol in this course without a valid USI.

Due to the technological component of this course, participation in the College's BYOx programme is strongly encouraged. Artists in residence programs may occur throughout the course, as well as incursions and excursions. These experiences will be invoiced separately.

CAREER OPPORTUNITIES & PATHWAYS

Articulation into: CUA41120 – Certificate IV in Photography and Photo Imaging

Employment as a visual artist; employment in the fields of photography, ceramics, printmaking, artistry painter.

Other specific industry qualifications available at <http://training.gov.au>.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

CERTIFICATE III DANCE



Vocational Education & Training CODE: VDC
QUALIFICATION: CUA30120 CERTIFICATE III DANCE

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification. The Certificate III Dance is a qualification delivered on site at Meridan State College. As well as exploring a range of dance genres, this course provides students with the skills and knowledge to be competent in a defined range of Jazz Dance and Contemporary Dance technical skills, as well as developing skills in choreography and performance preparation.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed over a two year period, in simulated work environments, individual learning, and additional weekly dance tutorial sessions. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate III in Dance, ALL 13 units must be achieved:

Core Units	Elective Units
CUACHR311 Develop basic dance composition skills	CUADAN315 Increase depth of jazz dance techniques
CUADAN331 Integrate rhythm into movement activities	CUADAN318 Increase depth of contemporary dance techniques
CUAIND311 Work effectively in the creative arts I industry	CUADLT311 Develop basic dance analysis skills
CUAPRF317 Develop performance techniques	CUAMWB401 Develop and implement own self-care plan in the creative industries
CUAWHS311 Condition body for dance performance	CUACOS304 Develop and apply knowledge of costume
	CUADTM311 Assist with dance teaching
	CUAMUP311 Prepare personal appearance for performances
	HLTAID011 Provide first aid

ASSESSMENT TECHNIQUES

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques including:

Practical tasks; Group work; Activities in simulated work environments

Students must successfully complete every task in order to be issued with a full certificate at the completion of this course. Students must achieve competency in each unit of competency to be issued with a full qualification at the conclusion of this course. A Statement of Attainment will be issued for any successfully completed units of competency, should the full qualification not be successfully achieved.

SPECIAL REQUIREMENTS

- **No student may enrol in this course without a valid USI.**
- An audition or other form of evidence where the candidate demonstrates competence in at least one dance style at Certificate II level is required for entry to the course.
- Students must undertake industry work placement which is mostly carried out within the College, working with students in lower grades. Some may be required in their own time. Students are responsible for their own transport to and from work placement venues.
- Excursions feature in this course and will be invoiced separately.

CAREER OPPORTUNITIES & PATHWAYS

Articulation into:

Certificate IV in Dance (Performance or Teaching and Management). Other industry specific qualifications available at <http://training.gov.au>. Employment outcomes in the Dancer or Choreography Industries, as a Performing Artist.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

Date of publication: August, 2026 Details correct at time of publication but subject to change



Students studying the Certificate III in Dance develop performance, choreography and industry skills within Meridan's Creative and Performing Arts Conservatory. This professional and inspiring environment ignites creativity, builds confidence and empowers students to pursue further training and performance opportunities.



CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE



Vocational Education & Training CODE: VCC

QUALIFICATION: CHC30125 CERTIFICATE III EARLY CHILDHOOD EDUCATION AND CARE

COURSE OVERVIEW

<http://training.gov.au> – Please refer to the training.gov.au website for specific information about the qualification. This qualification is delivered on site at Meridan State College. Students are required to undertake **A MINIMUM 160 HOURS** of work placement throughout the course in an approved Regulated Education and Early Child Care service. These placements allow students to sample the industry first hand, whilst giving them the opportunity to gain the knowledge and skills required at this level of competency.

Some work placements must be performed outside of school hours, including placements during school holiday periods. Students are responsible for their own transport arrangements to and from their work place venue. STUDENTS ENROLLING IN THE COURSE MUST HAVE A BLUE CARD AND A VALIDATED USI.

Student support services are available in accordance with the VET Subject Handbook.

DURATION & FUNDING

This course has been designed to be delivered and assessed within a 2 year period. Please refer to the College website for subject costs.

COURSE UNITS

To attain a Certificate III Early Childhood Education and Care, 17 units (15 core, 2 electives) must be achieved:

Core Units	Elective Units
CHCECE031 Support Children's Health, Safety & Wellbeing	CHCSAC009 Support the holistic development of children in school age care
CHCECE055 Meet legal and ethical obligations in children's education and care	HLTFSE001 Follow basic food safety practices
CHCECE030 Support inclusion and diversity	
CHCECE056 Work effectively in children's education and care	
CHCECE032 Nurture babies and toddlers	
CHCECE033 Develop positive and respectful relationships with children	
CHCECE034 Use an approved learning framework to guide practice	
HLTAID012*** Provide first aid in an education and care setting	
CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	
HLTWHS001 Participate in work health and safety	
CHCPRT025 Identify and respond to children and young people at risk	
CHCECE036 Provide experiences to support children's play and learning	
CHCECE038 Observe children to inform practice	
CHCECE035 Support the holistic learning and development of children	
CHCECE037 Support children to connect with the natural environment	

*** This unit is delivered and assessed by an independent 3rd party. Individual student enrolment will be managed by the College, additional fees will apply for this unit of competency.

ASSESSMENT TECHNIQUES

This course is delivered and assessed via projects, comprised of clustered units, to better replicate industry ways of working. Students must compete projects to a satisfactory standard (as determined by industry) and assessment is conducted using a variety of techniques:

Portfolio of Documentation; Workplace Reports; Questioning (in a variety of methods)

Students must satisfactorily complete every task and fulfil mandatory placement hours with an approved regulated education and Child Care provider, in order to be issued with a completed qualification at the conclusion of this course. A Statement of Attainment will be issued for all fully successfully completed units of competency if the complete qualification is not attained.

SPECIAL REQUIREMENTS

No student may enrol in this course without the following:

- A validated USI
- A Blue Card
- Ability to successfully complete the mandatory Geccko training
- An approved Vocational Workplace Agreement with an approved Regulated Education and Child Care provider, including undertaking of own transport arrangements to and from work placement venues.

Due to the technological component of this course, participation in the College's BYOx programme is strongly encouraged.

Students must be prepared to work at their workplace provider (childcare centre) during their holiday time, and before and after school hours. Students are responsible for their own transport arrangements to and from work placement venues.

CAREER OPPORTUNITIES & PATHWAYS

Successful completion of this qualification enables students to work as an Assistant in any childcare centre in Australia, as a Nanny or Teacher-Aide. Other specific educational qualifications available at <http://training.gov.au>.

Disclaimer:

"The College must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements"



Studying Early Childhood Education and Care develop industry-relevant skills in a specialised simulated work environment before applying their learning in authentic settings.

Through supervised experiences with our Early Years classes and placements in external childhood centres, students build the skills, confidence and industry connections needed to be employment ready.



External Provider Courses

Delivered at Meridan

Some of our Vocational Education and Training (VET) courses are delivered on site at Meridan State College by selected, external RTOs who are Skills Assured Suppliers. This arrangement allows students to complete practical, nationally recognised qualifications, within our award-winning facilities.



2027 EDITION BSB30120 CERTIFICATE III IN BUSINESS

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification reflects the role of individuals in a variety of Business Services job roles.

The program will be delivered through class-based tasks as well as both simulated and real business environments at the school - involving the delivery of a range of projects and services within the school community.

This program also includes the following:

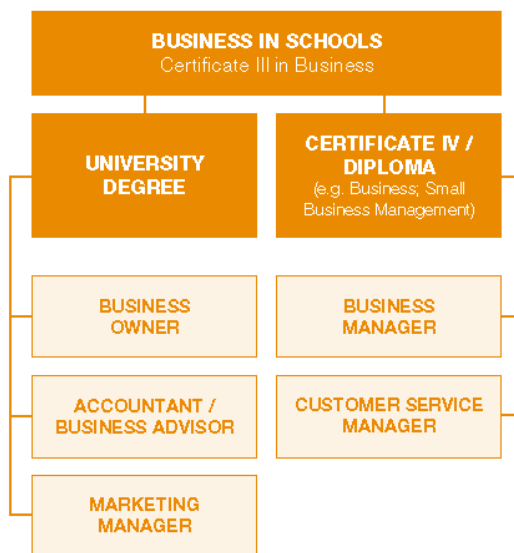
- › Student opportunities to design for a new product or service as part of our (non-accredited) Entrepreneurship Project - Binnacle Boss
- › Students examine business opportunities and participate in an Industry discovery

An excellent work readiness program where students develop a range of essential workplace skills.

SKILLS ACQUIRED

- › Leadership, innovation and creative thinking
- › Customer service and teamwork
- › Inclusivity and effective communication
- › WHS and sustainability
- › Financial literacy
- › Business documentation

CAREER PATHWAYS



WHAT DO STUDENTS ACHIEVE?

- › BSB30120 Certificate III in Business (max. 8 QCE Credits)
- › Successful completion of the Certificate III in Business may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

FLEXIBLE PROGRAMS

PROJECT-BASED LEARNING

RESOURCES PROVIDED



**Binnacle
Training**
RTO CODE 31319



1300 303 715
admin@binnacletraining.com.au
binnacletraining.com.au



BSB30120 CERTIFICATE III IN BUSINESS

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetable Line

*Please consult Binnacle Training to discuss
Fast-Track options.*

Units of Competency:
13 (6 Core Units, 7 Elective Units) plus 2
Optional Additional Units*

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based
learning, online learning (self-study) and
practical work-related experience

Cost (Fee-For-Service):
\$395.00 per person

QCE Outcome:
Maximum 8 QCE Credits

The school has entered a Third Party
Agreement and will be recruiting
prospective VET students, providing
student support services, and
conducting training and assessment on
behalf of Binnacle Training.

A Language, Literacy, Numeracy and
Digital Literacy (LLND) screening
process is undertaken as part of pre-
enrolment in order to provide advice to
students on the suitability of the training
product.

TERM 1	TOPICS
	› Introduction to the Business Services Industry › Introduction to Entrepreneurship and Business › Introduction to Personal Finances
TERM 2	PROJECTS
	› Research Business Topics
TERM 3	TOPICS
	› Research Topics and Create a Group Presentation › Workplace Health and Safety › Sustainable Work Practices
TERM 4	PROJECTS
	› Group Presentation › WHS Processes at the 'Go! Regional' Travel Expo
TERM 5	TOPICS
	› Working in a Business Environment › Time Management
TERM 6	PROJECTS
	› Developing Teamwork in the Workplace
TERM 7	TOPICS
	› Inclusive Work Practices › Engage in Workplace Communication
TERM 8	PROJECTS
	› Inclusivity and Communication in the Workplace
TERM 9	TOPICS
	› Personal Finances
TERM 10	PROJECTS
	› Personal Budget for the Future
TERM 11	TOPICS
	› Working in a Team › Critical Thinking Skills
TERM 12	PROJECTS
	› Critical Thinking at Go! Travel
TERM 13	TOPICS
	› Producing Simple Documents
TERM 14	PROJECTS
	› Binnacle Boss - Business Proposal
TERM 15	TOPICS
	› Designing and Producing Presentations
TERM 16	PROJECTS
	› Deliver a Focus Group Presentation

UNITS OF COMPETENCY

BSBPEF201	Support personal wellbeing in the workplace	BSBXTW301	Work in a team
BSBPEF301	Organise personal work priorities	BSBCRT311	Apply critical thinking skills in a team environment
FNSFLT311	Develop and apply knowledge of personal finances	BSBTEC301	Design and produce business documents
BSBWHS311	Assist with maintaining workplace safety	BSBWRT311	Write simple documents
BSBSUS211	Participate in sustainable work practices	BSBTEC201	Use business software applications
BSBXC301	Engage in workplace communication	BSBTEC203	Research using the internet
BSBTWK301	Use inclusive work practices		

OPTIONAL ADDITIONAL UNITS OF COMPETENCY

BSBCMM411	Make presentations*	BSBPEF402	Develop personal work priorities*
-----------	---------------------	-----------	-----------------------------------

Please note this 2027 Course Schedule is current at the time of publishing and should be used as a guide only. This document is to be read in conjunction with Binnacle Training's Program Disclosure Statement (PDS). The PDS sets out the services and training products Binnacle Training as an RTO provides, and those services carried out by the School as Third Party (i.e. the facilitation of training and assessment services).
[Access Binnacle's Product Disclosure Statement here.](#)

2027 EDITION

SIS30321 CERTIFICATE III IN FITNESS + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification provides a pathway to work as a fitness instructor in settings such as fitness facilities, gyms, and leisure and community centres.

Students gain the entry-level skills required of a Fitness Professional (Group Exercise Instructor or Gym Fitness Instructor).

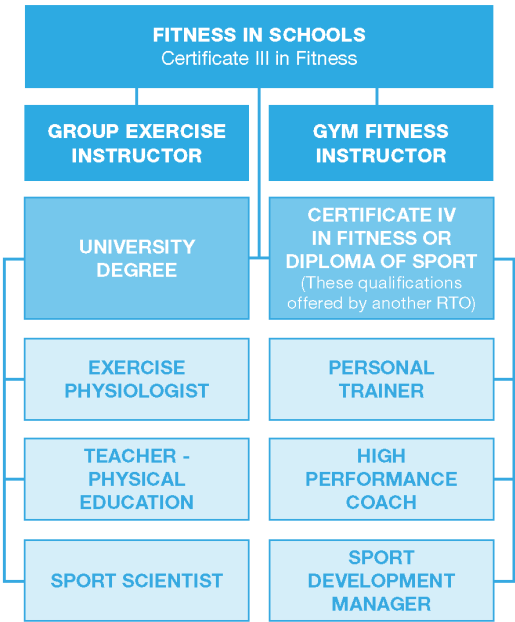
Students facilitate programs within their school community including:

- Community fitness programs
- Strength and conditioning for athletes and teams
- 1-on-1 and group fitness sessions with male adults, female adults and older adult clients

WHAT DO STUDENTS ACHIEVE?

- SIS30321 Certificate III in Fitness (max. 8 QCE Credits)
- Entry qualification: SIS20122 Certificate II in Sport and Recreation
- The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- Successful completion of the Certificate III in Fitness may contribute towards a student's Australian Tertiary Admission Rank (ATAR)
- A range of career pathway options including pathway into SIS40221 Certificate IV in Fitness; or SIS50321 Diploma of Sport - These qualifications offered by another RTO.

CAREER PATHWAYS



SKILLS ACQUIRED

- Client screening and health assessment
- Planning and instructing fitness programs
- Deliver 1-on-1 and group fitness programs
- Exercise science and nutrition
- Anatomy and physiology

FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



**Binnacle
Training**
RTO CODE 31319



**Skills
Assure**
Proud to be a Queensland Government
subsidised training provider



1300 303 715
admin@binnacletraining.com.au
binnacletraining.com.au



SIS30321
CERTIFICATE III
IN FITNESS +
SIS20122
CERTIFICATE II
IN SPORT AND
RECREATION

(or as Standalone Qualification:
SIS30321 Certificate III in Fitness)

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetabled Line

Units of Competency:
Standalone Qualification -15 Units
Dual Qualification - Additional 4 Units*

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$495.00 per person (Cert II entry qualification = \$395.00 + Cert III Gap Fee = \$100.00) (+ First Aid \$75.00)

QCE Outcome:
Maximum 8 QCE Credits

The school has entered a Third Party Agreement and will be recruiting prospective VET students, providing student support services, and conducting training and assessment on behalf of Binnacle Training.

A Language, Literacy, Numeracy and Digital Literacy (LLND) screening process is undertaken as part of pre-enrolment in order to provide advice to students on the suitability of the training product.

TERM 1	TOPICS
	› Introduction to the Sport, Fitness and Recreation (SFR) Industry
	PROGRAMS
	› Assist with SFR Programs (Supervisor Delivery)
TERM 2	TOPICS
	› Introduction to Community Programs › Introduction to Conditioning Programs
	PROGRAMS
	› Community SFR Program (Student Delivery) › Participate in Conditioning Sessions (Supervisor Delivery)
TERM 3	TOPICS
	› Working in the SFR Industry - WHS and Provide Quality Service › Introduction to Anatomy and Physiology - The Cardiovascular System
	PROGRAMS
	› Plan and Deliver Group Conditioning Sessions › Plan and Deliver a One-on-one Cardio Program
TERM 4	TOPICS
	› Introduction to Anatomy and Physiology - The Musculoskeletal System › First Aid Course: HLTAID011 Provide First Aid
	PROGRAMS
	› Recreational Group Exercise Program
QUALIFICATION SCHEDULED FOR FINALISATION	
SIS20122 CERTIFICATE II IN SPORT AND RECREATION	
TERM 5	TOPICS
	› Anatomy and Physiology - Body Systems and Exercise › Health and Nutrition Consultations
	PROGRAMS
	› One-on-One Gym Program (Adolescent Client) › Plan and Conduct Sessions (Scenario Clients)
TERM 6	TOPICS
	› Screening and Health Assessments › Specific Population Clients (including Older Adults)
	PROGRAMS
	› Fitness Orientation Program: Client Orientation › Group Training Program: Plan and Instruct a Group Session
TERM 7	TOPICS
	› N/A (Practical Term)
	PROGRAMS
	Group Exercise and Gym-based One-on-One and Group Sessions: › Female and Male Adults aged 18+; and › Older adults aged 55+

UNITS OF COMPETENCY			
HLTWHS001	Participate in workplace health and safety	BSBPEF301	Organise personal work priorities
SISXIND011	Maintain sport, fitness and recreation industry knowledge	BSBOPS304	Deliver and monitor a service to customers
BSBSUS211	Participate in sustainable work practices	SISFFIT035	Plan group exercise sessions
BSBPEF202	Plan and apply time management*	SISFFIT036	Instruct group exercise sessions
SISSPAR009	Participate in conditioning for sport*	SISFFIT032	Complete pre-exercise screening and service orientation
SISXCCS004	Provide quality service	SISFFIT033	Complete client fitness assessments
SISXEMR003	Respond to emergency situations	SISFFIT052	Provide healthy eating information
HLTAID011	Provide First Aid	SISFFIT040	Develop and instruct gym-based exercise programs for individual clients
SISOFLD001	Assist in conducting recreation sessions*	SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise
SISXFAC006	Maintain activity equipment*	* For students not enrolled in entry qualification SIS20122 Certificate II in Sport and Recreation - these will be issued as additional bonus units on the Statement of Attainment	

Please note this 2027 Course Schedule is current at the time of publishing and should be used as a guide only. This document is to be read in conjunction with Binnacle Training's Program Disclosure Statement (PDS). The PDS sets out the services and training products Binnacle Training as an RTO provides, and those services carried out by the School as Third Party (i.e. the facilitation of training and assessment services). Access Binnacle's Product Disclosure Statement [here](#).

SIS20321

Certificate II in Sport Coaching

COURSE STRUCTURE – 2027

Course Duration: 1 Year

	UNITS	TYPE	WEEKS DELIVERY
SIRXWHS001	Work safely	Core	5
SISSSCO001	Conduct sport coaching sessions with foundation level participants	Elective A	10
HLTAID011	Provide first aid [∞]	Core	3
SISSPAR009	Participate in conditioning for sport	Import	6
SISXFAC006	Maintain activity equipment	Import	1
SISSSOF002	Continuously improve officiating skills and knowledge	Elective B	4
SISSSCO002	Work in a community coaching role	Core	6
TOTAL			35



For schools wanting to customise the course content (choose different electives and/or imported units), you can find the available options (permissible substitutes) listed on the back of this document.

All units are shown in IVET's standard (suggested) sequence of delivery.

The weeks delivery per unit is based on a 35-week delivery period.

The core unit SISSSCO002 requires students to complete 10 hours of practice in a community coaching role in a sport of their choice (which is incorporated into the assessment).

[∞]This unit is offered separately and incurs an additional fee to the standard course cost. Please contact us for current pricing and availability.



REQUIRED WEEKLY TIME COMMITMENT (Scheduled[^])

In-class	4.5 hrs	Homework	1 hr
----------	---------	----------	------



[^]Scheduled hours means timetabled class time and time allotted for homework only. Further contributions to students' overall learning occur in a variety of ways – this will be documented in the course's Master Training & Assessment Strategy.

In the event of customisation of this program (elective unit substitutions), the required amount of training will be re-calculated and documented in the form of a customised delivery schedule and as an appendix to the Master Training & Assessment Strategy.

Certificate II in Sport Coaching

Permissible Substitutes

The units below are the remaining electives from within the qualification's packaging that are available for selection by schools.

These elective units can only be substituted/swapped with other elective or imported units, but not added – i.e. the total number of units cannot be increased. A maximum of two imported units are allowed. Please refer to qualification packaging rules for precise information on allowable course composition.

The core units (see reverse side) cannot be substituted and must be retained.

	UNITS	TYPE
SISSBSB001	Conduct basketball coaching sessions with foundation level participants	Elective A
SISSPAR008	Maintain personal wellbeing as an athlete	Import
SISSSCO003	Meet participant coaching needs	Import
SISXEMR003	Respond to emergency situations	Elective B
SISXIND009	Respond to interpersonal conflict	Import
SISXPLD001	Provide hire equipment for activities	Elective B

Further units may be available to import from other qualifications or training packages. In the event that your school has a specific need for a unit not listed above, please consult your School Relationship Officer.



Important – As the student resource is printed as a standardised course book, the unit-based resource for any substitute units will only be available in soft copy for the school/students to self-print.



IVET First Aid Training Services

First Aid training for staff and students is available across multiple locations in Queensland. For more information or to secure First Aid training with IVET in 2027, speak to your School Relationship Officer.

All information provided is current at the time of print, however, is subject to change based on Training Package updates or changes made by the State Curriculum Authority. In the event of such changes, the actual course composition may vary from the above.



DUAL QUALIFICATION

HLT23221 - Certificate II in Health Support Services



HLT33115 - Certificate III in Health Services Assistance

COURSE STRUCTURE – 2027

Course Duration: 2 Years

	UNITS – YEAR 1	TYPE		WEEKS DELIVERY
		HLT23221	HLT33115	
HLTWHS001	Participate in workplace health and safety	Core	Core	3
CHCCOM005	Communicate and work in health or community services	Core	Core	5
CHCDIV001	Work with diverse people	Core	Core	3
HLTINF006	Apply basic principles and practices of infection prevention and control	Core	Core	5
CHCCCS010	Maintain a high standard of service	Elective	Elective	3
BSBPEF202	Plan and apply time management	Elective	NA	1
BSBOPS203	Deliver a service to customers	Elective	NA	4
HLTHSS009	Perform general cleaning tasks in a clinical setting	Elective	NA	3
BSBOPSI01	Use business resources	Elective	NA	2
BSBTEC201	Use business software applications	Elective	Elective	5
BSBINS201	Process and maintain workplace information	Elective	NA	2
HLTAID011	Provide first aid [∞]	Import	Elective	2
YEAR 1 TOTAL				35
UNITS – YEAR 2				
BSBWOR301	Organise personal work priorities and development	NA	Core	5
CHCPRP005	Engage with health professionals and the health system	NA	Elective	5
CHCCCS009	Facilitate responsible behaviour	NA	Elective	5
HLTAAP001	Recognise healthy body systems	NA	Core	3
BSBMED301	Interpret and apply medical terminology appropriately	NA	Core	6
CHCCCS020	Respond effectively to behaviours of concern	NA	Elective	2
CHCCCS002	Assist with movement	NA	Elective	3
CHCCOM001	Provide first point of contact	NA	Import	5
YEAR 2 TOTAL				35

All units are shown in IVET's standard (suggested) sequence of delivery.

The weeks delivery per unit is based on a 70-week delivery period.

[∞] This unit is offered separately and incurs an additional fee to the standard course cost. Please contact us for current pricing and availability.



REQUIRED WEEKLY TIME COMMITMENT (Scheduled[^])

YEAR 1	In-class	9 hrs	Homework	2 hrs
YEAR 2	In-class	5 hrs	Homework	1.5 hrs



[^]Scheduled hours means timetabled class time and time allotted for homework only. Further contributions to students' overall learning occur in a variety of ways – this will be documented in the course's Master Training & Assessment Strategy.



IVET First Aid Training Services

First Aid training for staff and students is available across multiple locations in Queensland. For more information or to secure First Aid training with IVET in 2027, speak to your School Relationship Officer.

All information provided is current at the time of print, however, is subject to change based on Training Package updates or changes made by the State Curriculum Authority. In the event of such changes, the actual course composition may vary from the above.



**Igniting Minds,
Empowering Futures.**