

Certificate II in Sport and Recreation

Caloundra State High School

January 2019



For all Queensland schools

Delivery arrangements

RTO ID 30058	Caloundra State High School			QCAA No. 198
Qualification				
Training Program	SIS-2.0	TGA link:	training.gov.au - SIS20115 - Certificate II in Sport and Recreation	
Companion volumes	https://www.serviceskills.com.au/sectors/sport-fitness-and-recreation			
Qualification Status and release date	Current – Release 1	7/12/2015	TAS development date	30/01/2019
Application cohort	Individual Student	<input type="checkbox"/>	Year cohort	<input checked="" type="checkbox"/>
Application timeframe (from/to)	2019	2020	Student year level	11, 12

Section 1A - Overview

Requirement	Auditable and essential training and assessment requirements Description of information, policy, procedure, strategy or practice	Approved
Pathway	<p>This Qualification develops generic employability skills and knowledge and provides a pathway to a wide range of employment and training outcomes.</p> <p>Participants who complete a Certificate II in Sport and Recreation will be eligible to be granted RPL or credit transfer in respect of the Training Package units of competency achieved when seeking recognition towards the full or partial achievement of Training package qualifications or other accredited courses where the units are included in the packaging rules.</p>	<input checked="" type="checkbox"/>
Packaging rules	To be issued with this qualification, participants must successfully complete all Eight (8) core units of competency	<input checked="" type="checkbox"/>

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Requirement	Auditable and essential training and assessment requirements Description of information, policy, procedure, strategy or practice	Approved																								
Elective unit rules	To be issued with this qualification, participants must successfully complete Five (5) elective units of competency	<input checked="" type="checkbox"/>																								
Elective choices and mandatory requirements	5 elective units, consisting of: 2 units from the list below 3 units from the list below, elsewhere in SIS Training Package, or any other current Training Package or accredited course.	<input checked="" type="checkbox"/>																								
Third party training and assessment providers	<p>Third Party Provider details</p> <table border="1" data-bbox="403 656 1319 1238"> <tr> <td data-bbox="403 656 620 725">RTO Name & Number</td> <td colspan="2" data-bbox="620 656 1319 725">N/A</td> </tr> <tr> <td data-bbox="403 725 620 757">Location</td> <td colspan="2" data-bbox="620 725 1319 757"></td> </tr> <tr> <td data-bbox="403 757 620 831">Telephone & Email</td> <td data-bbox="620 757 821 831"></td> <td data-bbox="821 757 1319 831"></td> </tr> <tr> <td data-bbox="403 831 620 862">Mode of delivery</td> <td colspan="2" data-bbox="620 831 1319 862"></td> </tr> <tr> <td data-bbox="403 862 620 992">Units</td> <td colspan="2" data-bbox="620 862 1319 992"></td> </tr> <tr> <td data-bbox="403 992 620 1099">Requirements</td> <td colspan="2" data-bbox="620 992 1319 1099"></td> </tr> <tr> <td data-bbox="403 1099 620 1173">More information</td> <td colspan="2" data-bbox="620 1099 1319 1173"></td> </tr> <tr> <td data-bbox="403 1173 620 1238">Service statement</td> <td colspan="2" data-bbox="620 1173 1319 1238"></td> </tr> </table>	RTO Name & Number	N/A		Location			Telephone & Email			Mode of delivery			Units			Requirements			More information			Service statement			<input checked="" type="checkbox"/>
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Delivery mode	<p>The mode of delivery includes a mixture of the following:</p> <ul style="list-style-type: none"> • Face to face in a simulated workplace training environment. • Online training for some components of training for required knowledge. • Classroom for some components of training for required knowledge. 	<input checked="" type="checkbox"/>																								
Delivery location	The delivery location is at the RTO located at Caloundra State High School.	<input checked="" type="checkbox"/>																								
Duration of program	The expected duration of this program is 24 months.	<input checked="" type="checkbox"/>																								
Transition	<p>This qualification's status on TGA is current at the time this strategy's expected start date. If this qualification is superseded with a new version before the end of the expected duration of the program, then if practical, students will complete training and assessment and receive any appropriate certificates in the old qualification within 12 months of the release of the new version. If this is not practical, students will transition to the new qualification within 12</p>	<input checked="" type="checkbox"/>																								

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	<p>months and complete their training and assessment in the new version with the expected duration of the program. Credit will be arranged for units completed and deemed as equivalent.</p> <p>SIS20115, is accredited by ASQA and there are no issues in enrolling new students in 2019-2020</p>	
Credit arrangements	<p>Credit when transitioning from an old version to a new version of a training product. If the training package developers deem a superseded unit of competency to be equivalent to its new replacement the students may claim credit for a successfully completed superseded unit.</p> <p>Credit when a student already holds competency for a unit or competency. If a student has a statement of attainment for a unit of competency and it has the same code as a unit of competency making up this program, they may make a claim for credit transfer.</p>	✓
RPL arrangements	<p>Students may request a recognised prior learning assessment. The student will be provided with an RPL document allowing them to provided verifiable details of prior learning. The evidence will be assessed against requirements of the units of competency and an amended program strategy will be prepared taking into account the student prior learning. Full details of the RTO's policy are contained in the student handbook.</p>	✓
Early termination of program	<p>In the event that the RTO loses suitably qualified trainers and assessors and is unable to deliver this program. Students will be issued with a statement of attainment for any successfully completed units of competency. Any fees paid towards the program will be refunded on a prop rata basis. Full details of the RTO's refund policy are contained in the student handbook.</p>	✓
Volume of learning statement	<p>The volume of learning identifies the notional duration of all activities required for the achievement of the learning outcomes of this program.</p> <p>The nominal hours of learning for this program is 2 years. This includes:</p> <ul style="list-style-type: none"> • 220 hours of scheduled training and assessment activity. • Workplace visits and/or instruction • Personal study time, either at school or at home. • Additional language literacy and numeracy training while enrolled and undertaking full time school based studies. • Online learning activities. 	✓
Scheduling and Learning resources	<p>Learners in this cohort are school students. The school will schedule supervised training and assessment sessions based on the school timetable. Negotiation on support for students to develop the required skills and knowledge in addition to scheduled hours is available to students. Full details on accessing additional support are contained in the student handbook.</p>	✓
Entry requirements	<p>There are no restrictions on entry to this course.</p>	✓

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	<p>The following language, literacy and skills are likely to facilitate successful completion of the course:</p> <ul style="list-style-type: none"> • Oral and written communication skills to clarify instructions and read and understand manuals and reports. • Interpersonal skills to acknowledge and respond to a wide range of views and relate to persons from differing cultural, social and religious backgrounds. • Problem solving skills required to fulfil job role. • Ability to perform basic numeric calculations. • Ability to use computers. 	
Certificates and Statements of Attainment	<p>An AQF certificate and record of results will be issued within 30 calendar days of the student being assessed as meeting the requirements of the qualification if the training program in which the learner is enrolled is complete, and providing all agreed fees the learner owes to the RTO have been paid. Partial completion, a statement of attainment will be issued based on the same conditions stated above.</p>	<input checked="" type="checkbox"/>
Reprint of Certificates and Statements of Attainment	<p>The student handbook provides details of procedures, fees and proof of identity requirements for requests to issue a reprint of a certificate or statement of attainment.</p> <p>NOTE: By using their USI students can access their training records and results (transcripts). They can access their USI account online from their computer, tablet or smart phone. For more information: http://www.usi.gov.au/Students/Pages/default.aspx</p>	<input checked="" type="checkbox"/>
USI	<p>The school will not issue an AQF certificate, record of results or statement of attainment to a student without being in receipt of a verified USI for that individual.</p>	<input checked="" type="checkbox"/>
Work placement arrangements	<p>Students will be expected to participate in schedule workplace visits and/or instruction. Meaningful involvement with industry is essential to achieving this qualification outcome and workplace visits or placement to ensure exposure of learners to realistic workplace conditions and employer expectations is required. The RTO will schedule visits to workplaces and visits of industry experts.</p> <ul style="list-style-type: none"> • Students will complete work experience in the Junior High School setting and primary schools within the Caloundra Community • Prior to undertaking work placement students are required to complete a Work Experience Agreement. <p>See student handbook for further information.</p>	<input checked="" type="checkbox"/>
Assessment	<p>Assessments may be conducted at Caloundra SHS, during work experience, work placement, simulated work environment or any combination of these.</p>	<input checked="" type="checkbox"/>
Project based	<p>Projects/tasks and work experience evidence will be progressively gathered by the assessor for units of competency until sufficient valid evidence is gathered to make assessment decision on student competency. Submission of written work is based on the requirements of the units of competency. Most evidence gathering of skills and knowledge will be done simultaneously.</p>	<input checked="" type="checkbox"/>

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Specific resources	<p>There are sufficient learning resources to enable students to meet the requirements for each unit of competency.</p> <p>Sufficient facilities and equipment are available to support the number of learners undertaking the training and assessment.</p> <p>Refer to student handbook for more information on resources for learning and speak to trainer and assessor about the specific resources for each unit of competency.</p>	<input checked="" type="checkbox"/>
Evidence gathering conditions	<ul style="list-style-type: none"> • Evidence will be progressively gathered. • Evidence gathering methods will confirm consistency of performance over time and in a range of workplace relevant contexts rather than a single assessment event. • Evidence gathering will be by observation of relevant tasks with questioning on underpinning knowledge and where applicable, supervisor's reports and reviews of work samples. 	<input checked="" type="checkbox"/>

Section 1B – Trainer and assessor requirements

Auditable and essential training and assessment requirements Check individual boxes for each requirement to confirm it is included as part of the strategy ▶		<input checked="" type="checkbox"/>
Trainers and Assessors	<ol style="list-style-type: none"> 1. Trainers and assessors hold training and assessment competencies as determined by the Standards Schedule. 2. Trainers and assessors hold vocational competency in the industry and activities industry at least to the level being assessed, with broad industry knowledge and experience. 3. Trainers and assessors are familiar with the current skills and knowledge used and have relevant, current experience in industry. 	<input checked="" type="checkbox"/>
Profiles	Every trainer/assessor profile has verifiable, specific and sufficient evidence of vocational competency and currency <i>aligned to each individual unit</i> of competency that they are delivering/assessing.	<input checked="" type="checkbox"/>
Team and/or supervision	Documentation details arrangements for staff working under supervision or as a team and specifies how they will work together to train, gather evidence and make assessment judgements.	<input checked="" type="checkbox"/>
Industry engagement	Industry consultation and support for delivery has been obtained from the Sunshine Coast Falcons prior to and during development of this TAS.	<input checked="" type="checkbox"/>

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Assessment validation	Systematic validation of evidence gathering tools and projects has taken place for a sample of assessment tools used in this program. Annual Validation of an assessment piece has taken place since 2014	<input checked="" type="checkbox"/>
Projects and evidence gathering tools	Projects and evidence gathering instruments have been identified, coded and approved for implementation by RTO management for this program.	<input checked="" type="checkbox"/>
Mapping and student profile	<ol style="list-style-type: none"> 1. Mapping document provides evidence of how evidence gathering meets the units of competency requirements. 2. Student profiles, based on the mapping document, informs students of their progress in the program. 3. RTO management uses the data recorded in the students profile mapping documents to verify unit of competency outcomes. 	<input checked="" type="checkbox"/>
Recording results	<ol style="list-style-type: none"> 1. Evidence gathering instruments record progress towards competency and provide the progress data for the student profiles. 2. The assessor will update One School VET database as Competencies are completed 3. Unit of competency outcomes are based on the professional judgement of the assessor and having sufficient evidence to make valid and fair assessment decisions. 	<input checked="" type="checkbox"/>
Pedagogy	Reporting satisfactory progress towards competency is based on students formative learning while undertaking projects/tasks activities typical for industry and receiving instruction and guidance from vocationally competent and industry current trainers in a manner of a supervisor in an industry.	<input checked="" type="checkbox"/>

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Section 2 – Units of competency and delivery arrangements

Units of competency	Check the boxes to indicate which units are going to be delivered and assessed as part of this strategy ►		<input type="checkbox"/>
	Group B (Mandatory)		<input checked="" type="checkbox"/>
These are the core and elective units being offered Refer to information on electives and mandatory requirements in this TAS for details	Group	Check if there is a Pre-requisite units	Units to be delivered
<u>BSBWOR202 - Organise and complete daily work activities</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>HLTAID003 - Provide first aid</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>SISXEMR001 - Respond to emergency situations</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>SISXIND002 - Maintain sport, fitness and recreation industry knowledge</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>HLTWHS001 - Participate in workplace health and safety</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>SISXCAI002 - Assist with activity sessions</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>SISXCCS001 - Provide quality service</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>SISXIND001 - Work effectively in sport, fitness and recreation environments</u>	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ELECTIVE			
SISSSCO202 - Coach beginner or novice participants to develop fundamental motor skills	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SISXCAI001 - Provide equipment for activities	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SISXFAC001 - Maintain equipment for activities	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SISBSB201A – Teach fundamental basketball skills	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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SISSBSB202A – Teach fundamental basketball tactics and game strategy	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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