## Vocational Education & Training (VET) Courses

### Category B

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</table>
Vocational Education & Training

VET COURSES

An Overview
St Francis Xavier’s College will offer Vocational Education and Training (VET) Courses in a number of areas.

There are two types of Vocational Education and Training Courses:

1) Industry Curriculum Framework (ICF) courses
An Industry Curriculum Framework course, studied as part of the HSC, enables students to acquire a range of technical, personal and organisational skills valued both within and beyond the workplace.

Students receive a nationally recognised Australian Qualifications Framework (AQF) credential on successful completion of a course.

The examination mark from one VET course (Category B), Tourism or Electrotechnology may be included in the calculation of a student’s (ATAR).

School Based Assessment
VET courses are competency based. This requires students to develop the required skills and knowledge described by each unit of competency. Students must demonstrate to a qualified assessor that they can effectively carry out the various tasks to the standard required in the appropriate industry to be assessed as competent.

HSC Examination (optional)
The optional Higher School Certificate (HSC) examination for Industry Curriculum Framework (240 hours) courses will involve a written examination made up of multiple choice, short answers and extended responses.

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 AQTF qualifications.

Work Placement
Students in Industry Curriculum Framework courses have a mandatory work placement component. For each year of study (120 hours), a minimum of 35 hours work placement must be completed. Failure to complete the mandatory work placement may lead to an ‘N’ determination.

Industry Curriculum Framework (ICF) courses include:
• Business Services
• Construction
• Entertainment Industry
• Hospitality
• Information, Digital Media & Technology
• Metal & Engineering
• Retail Services

2) Other HSC VET Courses
Board Endorsed Courses (BEC)
These courses have been endorsed by the Board of Studies as HSC courses. They contribute to the students HSC but not to the ATAR.

Assessments are purely competency based and there is no HSC examination. Students may complete up to 70 hours of work placement as part of course requirements however, this is not mandatory for HSC requirements.

These courses include:
• Furnishing
• Sport, Fitness and Recreation

Benefits of Vocational Education and Training
Vocational Education and Training subjects are accessible to all students and have a good mix of practical and theory.

They have real world application and, for the majority of students, have application to post-school career pathways.

For ICF courses, the dual accreditation means students can cover both TAFE and University entrance requirements.

Course Contact
Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au
Possible Career Paths

- Accounts Clerk
- Administrative Assistant
- Archivist
- Assistant Accountant
- Administrator
- Bookkeeper
- Computer Operator
- Customer Service Officer
- Data Entry Clerk
- Desktop Publisher
- Human Resource Officer
- Library Assistant
- Personnel Clerk
- Receptionist
- Records Clerk
- Recruitment Consultant
- Secretary

Course Description
The administrative workforce is the second largest cross industry occupational group in Australia and is traditionally open to school leavers. Employment opportunities are diverse and there are skills shortages in many of the specialised areas of the industry.

This course provides skills in the clerical/administrative area, which include using business technology, preparing and processing documents, creating and using spreadsheets and databases as well as maintaining records. The course would suit students interested in a career in an office environment such as a legal secretary, business management, marketing, advertising or finance. At the end of the course, students are well versed in the operations and administration of an office environment. These skills are essential in small to medium enterprises as well as large corporations.

Course Information
This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Business Services, but is mandatory for those students seeking an ATAR.

The Board of Studies requires students to complete 35 hours (one week of work placement for each year of course). The work placement is a mandatory part of the assessment.

NOTE: Only 2 Units of Category B subjects can be counted towards the ATAR.

Course Contact
Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship. Port Waratah Coal Scholarships are available.

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Industry Curriculum Framework Vocational Education and Training Course

ST FRANCIS XAVIER’S COLLEGE

CONSTRUCTION
Certificate II in Construction Pathways

Possible Career Paths
- Bricklaying
- Carpentry
- Concreting
- Consulting
- Contracting
- Draining
- Estimating
- Glazing
- Joinery
- Painting and Decorating
- Plastering
- Plumbing
- Project Management
- Quantity Surveying
- Rigging
- Roofing
- Shop fitting

Course Description
In the construction industry you can gain skills in building, Work Health & Safety requirements, contracting and quoting, designing and managing projects and dealing with clients, workers and professionals. This course provides training in general construction and covers a range of skills and knowledge appropriate for entry level into this industry. The course would suit students who are interested in a career in construction, plumbing, electrical trades, plastering, carpentry, concreting or bricklaying. At the completion of this course students are well qualified for numerous entry level positions in the building and construction industry and, with a suitable ATAR pathway, towards courses such as Construction Management.

Course Information
This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Construction, but is mandatory for those students seeking an ATAR.

As part of this course students must undertake the WH&S General Induction for Construction Work. This is delivered as part of the Construction course and Work Cover will credit students who successfully complete the course. It is mandatory that all students complete this course prior to work placement. The WH&S General Induction allows students to work on a construction site.

The Board of Studies requires students to complete 70 hours over two years (one week of work placement for each year of the course). The work placement is a mandatory part of the assessment.

Note: Only 2 Units of Category B subjects can be counted towards the ATAR.

Course Contact
Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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<tr>
<th>Course Cost Year 11, 2015</th>
<th>Course Cost Year 12, 2016</th>
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<th>Work Placement 2015 &amp; 2016</th>
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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.

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Possible Career Paths
Sales/Merchandising
Front & House Manager
Lighting Technician
Vision Technician
Sound Technician
Make Up Artist
Costume Maker
Scenic Artist
Set Maker
Props Designer
Designer
Technical Supervisor
Stage Manager
Resource Manager
Marketing and Promotions Specialist
Event Coordinator
Tour Manager
Programming Manager
Roadie

Course Description
The Entertainment Industry course offers training opportunities to people who are interested in the staging; technical operations and organisation of live productions, performances and events.

The course provides training in a wide range of areas such as Lighting and Audio Visual operations; Staging; Front of House; Work Health & Safety; Stage Management dealing with patrons and professionals and maintaining costumes; sets and props.

The framework is designed to enable students to acquire a range of technical practical, personal and organisational skills and knowledge related to working employment and further training within the Entertainment Industry sector.

Course Information
This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Entertainment, but is mandatory for those students seeking an ATAR.

The Board of Studies requires students to complete 35 hours (one week of work placement for each year of the course). The work placement is a mandatory part of the assessment. As the entertainment industry is mostly performance and event based, work placement is frequently completed on a cumulative basis. Students will often attend various entertainment venues and opportunities as they arise and collect hours accordingly.

Note: Only 2 Units of Category B subjects can be counted towards the ATAR.

Course Contact
Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

Course Cost Year 11, 2015
Course Cost Year 12, 2016
First Aid 2015 & 2016
Work Placement 2015 & 2016

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.

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Possible Career Paths

- Conference Manager
- Events Coordinator
- Food & Beverage Manager
- Chef/Cook
- Front Office Receptionist
- Group Tour Coordinator
- Hotel/Motel Manager
- Housekeeper
- Sales & Marketing Manager
- Waiter
- Pastry Chef

Course Description

The Hospitality industry contributes significantly to the Australian economy and employs a large percentage of the working population in both full-time and part-time positions.

All students in Hospitality undertake the Senior First Aid Certificate.

At the completion of the course, students are qualified for a number of positions in the tourism and hospitality industry.

Course Information

This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Hospitality, but is mandatory for those students seeking an ATAR.

Students will be expected to purchase a full Apprentice chefs uniform with fully enclosed firm leather upper shoes.

The Board of Studies requires students to complete 35 hours (one week of work placement for each year of the course). The work placement is a mandatory part of the assessment.

Note: Only 2 Units of Category B subjects can be counted towards the ATAR.

Students from St Pius X High School will be eligible to sit for the HSC exam at the end of 2015.

Course Contact

Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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The Trustees of the Diocese Maitland-Newcastle Catholic Schools Office RTO 90477
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All students in Hospitality undertake the Senior First Aid Certificate.

At the completion of the course, students are qualified for a number of positions in the tourism and hospitality industry.

### Course Information
This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Hospitality, but is mandatory for those students seeking an ATAR.

Students will be expected to purchase a full Apprentice chefs uniform with fully enclosed firm leather upper shoes.

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.
Industry Curriculum Framework Vocational Education and Training Course

ST FRANCIS XAVIER’S COLLEGE

INFORMATION & DIGITAL TECHNOLOGY

A Statement of Attainment towards a Certificate III in Information, Digital Media & Technology

**Course Description**

Computers are in all industries and many advertised positions specify computing skills as a prerequisite. The Information Technology industry continues to be the fastest growing industry nationally and internationally. The IT Industry has been identified as a skills shortage area and there are many opportunities in the industry for employment.

This course is a qualification for the Information Technology industry. It would suit students interested in a career in the areas of computing multimedia hardware, software development, information systems, website development, and computer support. It will also support students interested in a variety of other careers that involve information technology including telecommunications, electrotechnology and small business operations. This course has a focus on the support and management of the use of information technology. It provides technical, business and interpersonal competencies such as installing software applications, operating computer hardware and software and workplace skills. At the end of this course students are well qualified for a number of introductory IT roles and further study.

**Course Information**

This course is studied as a 240 hour course over Years 11 and 12. It is a Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The **HSC exam is optional** in Information, Digital Media & Technology, but is mandatory for those students seeking an ATAR.

The Board of Studies requires students to complete 35 hours (one week of work placement for each year of the course). **The work placement is a mandatory part of the assessment.**

**Note: Only 2 Units of Category B subjects can be counted towards the ATAR.**

**Course Contact**

Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.

The Trustees of the Diocese Maitland-Newcastle Catholic Schools Office RTO 90477

Witnessing Excellence, Generosity and Compassion shaped by the Catholic Tradition
Course Description
The manufacturing, engineering and related service industries include a wide range of industry sectors. These industries are the largest provider of full time employment within NSW and employ approximately 170,000 people throughout the industries, 90% of these being full time positions.

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 these industries as well as other trade pathways such as plumbing. At the completion of this course students are well qualified for a number of entry positions across numerous trades. Metal and Engineering is perfectly paired with courses such as Electrotechnology and Construction.

Course Information
This course is studied as a 240 hour course over Years 11 and 12. It is as Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Metal & Engineering, but is mandatory for those students seeking an ATAR.

Students are required to supply overalls, steel capped boots, safety glasses, hearing protection and fabricators gloves.

The Board of Studies requires students to complete 70 hours Work Placement over two years (one week of work placement for each year of the course). The work placement is a mandatory part of the assessment.

Note: Only 2 Units of Category B subjects can be counted towards the ATAR.

Course Contact
Rosemary Sheridan
Email rosemary.sheridan@mn.catholic.edu.au

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.
**Possible Career Paths**

- Advertising & Publicity Coordinator
- Buyer
- Customer Service Assistant
- Department Manager
- Finance Manager
- Store Manager
- HR Manager
- Marketing Manager
- Merchandiser
- Sales & Marketing Manager
- Sales Personnel
- Shop Assistant
- Small Business Owner
- Visual Merchandiser

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**Course Description**

Whatever products people want, use or need there will always be some aspect of the retail industry involved in the transfer of these products. The Retail industry is the largest employer in Australia.

This course will develop students’ skills in customer service; operate retail equipment, developing sales and merchandising stock control and developing good communication skills and team work. It would suit students who are already working and interested in a career in the retail industry and other personal contact and service industries or who are seeking a traineeship or part time work in the retail industry. At the completion of the course, students are well qualified for a number of positions in the retail industry or are able to undertake further study or to advance their retail career.

**Course Information**

This course is studied as a 240 hour course over Years 11 and 12. It is as Category B subject and counts towards your HSC.

This course is dual accredited ie it may contribute to your ATAR as well as an AQF qualification recognised by industry.

The course is competency based and will be assessed using oral, practical and written assessment methods. The HSC exam is optional in Retail Services, but is mandatory for those students seeking an ATAR.

The Board of Studies requires students to complete 35 hours (one week of work placement for each year of the course). The **work placement is a mandatory part of the assessment**.

**Note:** Only 2 Units of Category B subjects can be counted towards the ATAR.

**Course Contact**

Rosemary Sheridan  
Email: rosemary.sheridan@mn.catholic.edu.au

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**Course Cost Year 11, 2015** | **Course Cost Year 12, 2016** | **First Aid 2015 & 2016** | **Work Placement 2015 & 2016**  
--- | --- | --- | ---  
$120.00 pa | $120.00 pa | N/A | $20.00 pa  

The course outcomes are recognised nationally by all Registered Training Providers (RTO’s). Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.

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*The Trustees of the Diocese Maitland-Newcastle Catholic Schools Office RTO 90477*
## Vocational Education & Training (VET Courses)

### Board Endorsed Courses

### Non ATAR Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Level</th>
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<tbody>
<tr>
<td>Furnishing (VET): Certificate in Furniture Making</td>
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<td>94</td>
</tr>
<tr>
<td>Hairdressing (VET): Certificate II</td>
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*This course will be delivered at St Pius X High School Adamstown
Scheduled: 1:00 pm – 5:00 pm
A minimum of 10 students will be required to run the course*

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Sport Coaching (VET): Certificate II</td>
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### TVET

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<td>TAFE Delivered Vocational Education and Training</td>
<td>97</td>
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*Witnessing Excellence, Generosity and Compassion shaped by the Catholic Tradition*
FURNISHING
Certificate II in Furniture Making

Course Description
This is a non framework and NON ATAR Vocational Board Endorsed Course designed to enable students to acquire a range of skills and competencies that are valued and recognised in the furnishings industry.

This course would suit students who are interested in a career in furnishings, furniture, glazing, carpentry, joiner, cabinet making and related industries. Students may also wish to complete this course for general interest as it provides practical skills and training in workshop and equipment use.

At the completion of this course, students will be well suited to a number of wood related industries including those in the building, construction and manufacturing industries.

Furnishing is perfectly paired with courses such as Construction.

Course Information
This course is studied as 2 units over two years, 240 hour course over Years 11 & 12. The course is a Board Endorsed VET course and cannot be counted towards the ATAR. There is no HSC examination in this subject. Students may complete work placement as part of the course requirements however this is not mandatory for HSC requirements.

This course is competency based and will be assessed using a variety of methods such as observation, demonstration, testing, questioning, scenarios and practicals.

EXCLUSION
This course CANNOT be studied in conjunction with Industrial Technology – Timber Products & Furniture Technologies.

Course Contact
Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider.
**Course Description**

This is a non framework and NON ATAR Vocational Board Endorsed Course designed to enable students to acquire a range of skills and competencies that are valued and recognised in the sport and recreation industry. The course is based on units of competency which have been developed for people wishing to enter the Hairdressing and or Beauty industry.

Exclusions for electives occur in Retail Services and Beauty.

In Australia, the hairdressing industry is characterised by a substantial number of small businesses providing unique hairdressing services to clients. Hairdressing requires high-level technical skills, creative and basic business skills. Inclusion of Maths in your HSC is a recommendation.

Main topics covered include:

- Attending to customer care
- Salon safety
- Basin procedures
- Drying and styling hair
- Colouring hair
- Merchandising

**Course Information**

This course is studied as 2 units over two years, 240 hour course over Years 11 and 12. **The course is a Board Endorsed VET course and CANNOT be counted towards the ATAR. There is no HSC examination in this subject.** Students must complete 70 hours of work placement as part of the course requirements.

This course is competency based and will be assessed using oral, practical and written assessment methods.

**Course Contact**

Rosemary Sheridan
Email: rosemary.sheridan@mn.catholic.edu.au

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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.
Vocational Education and Training Course (Board Endorsed Course)

ST FRANCIS XAVIER’S COLLEGE

SPORT COACHING
Certificate II

Course Description
This is a non framework and NON ATAR Vocational Board Endorsed Course designed to enable students to acquire a range of skills and competencies that are valued and recognised in the sport and recreation industry. The course is based on units of competency which have been developed for people wishing to enter the sport and recreation industry.

Main topics covered include:
• Sport Coaching: coaching styles and practices; preparing and conducting sessions
• Practical skills: may include a range of sports including Touch Football, Rugby League and Netball
• Careers in Sport, including Refereeing and Officiating
• Business and Sports Administration
• Communication in the workplace
• Work, Health and Safety and First Aid
• Sports Medicine
• Sports Nutrition – Meal Preparation

Course Information
This course is studied as 2 units over two years, 240 hour course over Years 11 and 12. The course is a Board Endorsed VET course and CANNOT be counted towards the ATAR. There is no HSC examination in this subject. Students may complete up to 70 hours of work placement as part of the course requirements however this is not mandatory for HSC requirements.

This course is competency based and will be assessed using oral, practical and written assessment methods.

Course Contact
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The course outcomes are recognised nationally by TAFE and other Registered Training Providers. Students gaining these qualifications may move directly into the next qualifications level with another provider. The 240 hours may also be credited against a related traineeship.
All TVET courses, except Hairdressing (scheduled at St Pius X High School Adamstown) are studied at Hunter TAFE. It is students’ responsibility to make their own way to and from TAFE. Most TAFE courses run from 2:00 pm until 6:00 pm Monday, Tuesday or Wednesday.

There is a $600 pa fee for all TVET courses.

Students will be required to undertake an application process prior to enrolment in these courses.

Students interested in TVET must have made application through their Year 10 Careers Advisor before subject selection process.

These courses allow students in Years 11 and 12 to study selected vocational subjects not available at St Francis Xavier’s College. TVET courses can give you a head start in a chosen career path. You can gain work related skills or pursue further studies at TAFE or University.

TAFE NSW is an adult learning environment with industry experienced teachers. TAFE NSW courses encourage a 'hands-on' approach, often combining study with work placement. Students have access to industry standard workshops, careers, counselling, internet services, and library facilities.

- TVET courses provide significant benefits.
- Broader choices of study.
- The opportunity to get skills and training for the workplace.
- Learning skills that are valuable to employers.
- Gaining two sets of credentials from TAFE NSW and the NSW Board of Studies. If you go on to further studies with TAFE NSW you will be entitled to advanced standing, which means that you do not repeat any subjects you have successfully completed. You also have the opportunity to explore further career paths.

Course Contact
Julie McLoughlin
Email: julie.mcloughlin@mn.catholic.edu.au

All TVET courses incur a $600.00 course fee which MUST be paid with your application. Although funding is made available to all schools for TVET and similar vocational pathways, the funding is limited. TVET places will be capped so it is important that students contact Julie McLoughlin at the College at the start of the school year.
Stage 6 Life Skills recognises the principle that the post-compulsory years of schooling should cater for all students who choose to participate.

The Stage 6 Life Skills courses stress the application of knowledge, understanding, skills, values and attitude to a range of environments that will be accessed by students with special education needs.

This is an alternate program of studies for students with special learning needs. Applicants for this program are required to have their learning needs assessed.

Courses currently offered:
- Creative Arts Life Skills
- English Life Skills
- HSIE Life Skills
- Mathematics Life Skills
- Technology Life Skills
- Work and the Community Life Skills

Please refer to next page for more information.
Stage 6 Life Skills

Introduction
A Life Skills Syllabus - Stage 6 is directed towards students for whom a regular course of study is inappropriate. The subjects presented within Life Skills consist primarily of NSW Board of Studies Developed Life Skills courses. Students will normally enter a Stage 6 Life Skills Program at Year 11 and complete it at the end of Year 12. Students who complete both the Year 11 Preliminary course of study as well as the Year 12 Higher School Certificate course will receive a full Higher School Certificate testamur together with the related Record of Achievement. Students who complete the Preliminary Year 11 course will only receive the Board of Studies Record of Achievement.

For Whom is the Program Intended?
Courses followed within the Life Skills Program are designed with the special learning needs of students in mind. The Board of Studies expects that, in most instances, enrolled students will be those who experience an intellectual disability. Life Skills maintain a strong focus on the development of vocational and independent living skills.

Purpose of the Life Skills Program
The purpose of Life Skills is to provide a relevant and functional program of transition from the school context to the post-school environment. In support of this, students may be expected to undertake Work Experience each year. Where appropriate, opportunities for TAFE study are available. Students will combine Life Skills subjects with a selection of mainstream subjects. Close consultation with the College is required when choosing mainstream courses.

Program Pre-Requisites
The NSW Board of Studies expects that, in most instances, prospective students would have completed at least four Life Skills subjects during a Stage 5 course of study. Consideration for enrolment in Life Skills can also be given under special circumstances. An example of this is where a student has experienced significant difficulties in one or more Stage 5 subjects. Under Board guidelines, the student may then apply to enrol in a Life Skills Course for that subject(s) only and to follow a regular course of study in his or her remaining subjects. Enrolment is approved in consultation with College staff after an interview and psychological testing process.

NB: Life Skills Subjects
Each of these are 2 Unit Board Developed Courses
- Creative Arts Life Skills
- English Life Skills
- HSIE Life Skills
- Mathematics Life Skills
- Technology Life Skills
- Work and the Community Life Skills
Whether the courses will run is dependent on student numbers.

Enrolment
Enrolment in Life Skills subjects is made through application to the College. Parents will be individually notified of acceptance into Life Skills. A significant feature of Life Skills is the student’s Individual Planning Process. This process is based around a series of meetings, held at strategic points throughout both years of the program and involving key stakeholders in the student’s education. The student plays an important role in this process and is encouraged to take an active part in all decisions made. The first of these planning meetings usually occurs between May and July of the year prior to enrolment in the program. Prospective students are also invited and encouraged to visit the College during Term 4 prior to commencing as a component of their transition to the Senior College.

Assessment
Students undertaking Life Skills subjects will be assessed internally and in accordance with the assessment guidelines set by the NSW Board of Studies. The assessment process is built around achievement of outcomes set within the student’s Individual Planning Process. Students will satisfactorily complete a course of study if they apply themselves diligently and with sustained effort.

Costs
Subject Costs are included in the College Resource Fee.
Other Costs: Students may need to purchase equipment or clothing for some work experience. Students will also be required to hold Work Experience Insurance. Regular community visits are an important part of this program and may incur a small cost from time to time, (e.g: bus fare). For any extended excursions an additional cost will be applicable dependent upon transport and admission fees.

Contact Person
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Learning Support Coordinator
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