

# St Columban's College

**Vocational Education and Training**

**2025 VET Subject Guide**

**The place to start your  
Research**



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## From the Principal

Dear Student

You are entering your final phase of school-based learning. Much thought and experience has gone into preparing this handbook for your benefit. Make use of this handbook and of the people around you – parents, older siblings, teachers, and career counsellors to make appropriate decisions for yourself. I hope that you can make decisions that will situate you in the best place to succeed and discover your strengths and abilities.

This comprehensive document allows you to access the pathway most suited to your talents and dreams, inclusive of seeking an entry to university or further study, becoming work ready at the end of your Queensland Certificate of Education, completing a school-based Traineeship/Apprenticeship, or pursuing a sporting or cultural pathway, or a combination of these. All are possible if you seek the wisdom of support personnel. Combining academic and vocational pathways provides a wonderful platform to enhance choices and opportunities.

Years 11 and 12 may be among the most challenging, rewarding and exciting years of your life. You will discover new directions along the way to your Queensland Certificate of Education at St Columban's College which will include:

- ✓ Much higher academic demands in each subject area
- ✓ Increased freedom to manage your own learning
- ✓ A higher expectation on you to contribute to College life
- ✓ More demands on your time making it important to balance study, work and play.

Our "Partnership of Excellence" is paramount to successful outcomes. I would like to remind students and parents of their contractual obligations. The challenge is for you to set your goals and work hard to achieve them.

The Journey will be in your hands. We are all here to help you in your choices, but ultimately it is up to you. May you be blessed in the decisions you face and in the rich experiences, and challenges ahead of you.



Mr Michael Connolly

Principal

## Skilling for the Future

St Columban's College is committed to providing our students with the opportunity to explore subjects and pathways that are best suited to their interests, abilities, and career aspirations. We strive to work in partnership with students and their families to optimise future pathways for all students. We are committed to ensuring that students study a senior program incorporating depth and breadth of learning, to maximise their opportunity to grow their knowledge and future focused skills – including creative thinking, problem solving, communication, teamwork, flexibility, and resilience.

We are strongly guided by evidence-based research that speaks to the importance of preparing students for the work of work by equipping them both academically and vocationally. The recent 2018 Gonski "Through Growth to Achievement" report, commissioned by the Australian Government, highlights the need for school to equip "...young people with the right knowledge, skills, and mindset {to allow them to} thrive in an uncertain world of work, and to find fulfilment in all aspects of their lives" (pg.27).

## Queensland Certificate of Education (QCE)

Students may be eligible for a Queensland Certificate of Education (QCE) at the end of their senior schooling. St Columban's College3 aspires for all students to complete their QCE qualification by the end of Year 12. However, students who do not meet the QCE requirements can continue to work towards the certificate post-secondary schooling.

## Queensland Certificate of Individual Achievement (QCIA)

The Queensland Certificate of Individual Achievement (QCIA) reports the learning achievements of eligible students who complete an individual learning program. At the end of the Senior Phase of learning, eligible students achieve a QCIA. These students have the option of continuing to work towards a QCE post-secondary schooling.

## Senior subjects

The QCAA develops four types of senior subject syllabuses:

- General
- Applied
- Senior External Examinations
- Short Courses

Results in General and Applied subjects contribute to the award of a QCE and may contribute to an Australian Tertiary Admission Rank (ATAR) calculation, although no more than one result in an Applied subject can be used in the calculation of a student's ATAR. Extension subjects are extensions of the related General subjects and are studied either concurrently with, or after, Units 3 and 4 of the General courses. Typically, it is expected that most students will complete these courses across Years 11 & 12. All subjects build on the P-10 Australian Curriculum.

## General syllabuses

General subjects are suited to students who are interested in pathways beyond senior secondary schooling that lead primarily to tertiary studies and to pathways for vocational education and training, and work. General subjects include Extension subjects.

## Applied syllabuses

Applied subjects are suited to students who are primarily interested in pathways beyond senior secondary schooling that lead to vocational education and training or work.

## Vocational Education and Training (VET)

At St Columban's College, students can engage in Vocational Education and Training in the Senior Phase of learning. VET refers to education and training that focusses on developing knowledge and skills required for specific industries. VET qualifications also focus on the development of transferrable skills that will assist you to develop the job ready characteristics you will need to participate fully in the future workforce. VET in schools allows students to remain at school while completing nationally recognised training qualifications.

## Underpinning factors

All Senior Syllabuses and VET Qualifications are underpinned by:

- Literacy – the set of knowledge and skills about language and texts essential for understanding and conveying content
- Numeracy – the knowledge, skills, behaviours, and dispositions that students need to use mathematics in a wide range of situations, to recognise and understand the role of mathematics in the world, and to develop the dispositions and capacities to use mathematical knowledge and skills purposefully.
- 21<sup>st</sup> century skills – the attributes and skills students need to prepare them for higher education, work, and engagement in a complex and rapidly changing world. These include critical thinking, creative thinking, communication, collaboration and teamwork, personal and social skills, and information and communication technologies (ICT) skills.

## Australian Tertiary Admission Rank (ATAR) eligibility

In Queensland, many students will wish to pursue an ATAR Pathway if they are particularly interested in studying at university after Year 12. However, an ATAR is not the only pathway to university, and not all students require an ATAR. Subject choices should always be based primarily on student interest and ability.

The calculation of an Australian Tertiary Admission Rank (ATAR) will be based on a student's:

- Best five General subject results or
- Best results in a combination of four General subject results plus an Applied subject result or a Certificate III or higher VET qualification

The Queensland Tertiary Admissions Centre (QTAC) has responsibility for ATAR calculations.

## English requirement

Eligibility for an ATAR will require satisfactory completion of a QCAA English subject.

Satisfactory completion will require students to attain a result that is equivalent to a 'C' Standard of Achievement in one of three subjects – English, Literature or Essential English.

While students must meet this standard to be eligible to receive an ATAR, it is not mandatory for student's English result to be included in the calculation of their ATAR.

# General syllabuses

## Course Overviews

### General syllabuses

General syllabuses are developmental four-unit courses of study.

Units 1 and 2 provide foundational learning, allowing students to experience all syllabus objectives and begin engaging with the course subject matter. It is intended that Units 1 and 2 are studied as a pair. Assessment in Units 1 and 2 provide students with feedback on their progress in a course of study and contribute to the awarding of a QCE. Students should complete Units 1 and 2 before starting Units 3 and 4. Units 3 and 4 consolidate student learning. Assessment in Units 3 and 4 is summative and student results contribute to the awarding of a QCE and may contribute to their ATAR calculation.

### Extension syllabuses

Extension subjects are extensions of the related General subjects and include external assessment. Extension subjects are studied either concurrently with, or after, Units 3 and 4 of the General courses of study. Extension syllabuses are courses of study that consist of two units as students develop greater independence as learners. The results from Units 3 and 4 contribute to the awarding of a QCE and to ATAR calculations.

### External assessment

External assessment is summative and adds valuable evidence of achievement to a student's profile. External assessment is:

- Common to all schools
- Administered under the same conditions, at the same time, and on the same day across the state
- Developed and marked by the QCAA according to a commonly applied marking scheme

The external assessment contributes a determined percentage to the student's overall subject result and is not privileged over summative internal assessment.

### Applied syllabuses

Applied syllabuses are developmental four-unit courses of study.

Units 1 and 2 of the courses are designed to allow students to begin their engagement with the course content, i.e. the knowledge, understanding and skills of the subject. Course content, learning experiences and assessment increase in complexity across the four units as students develop greater independence as learners.

Units 3 and 4 consolidate student learning. Results from assessment in Applied Subjects contribute to the award of a QCE and results from Units 3 and 4 may contribute as a single input to ATAR calculation.

A course of study for Applied Syllabuses includes core topics and elective areas for study.

## Essential English and Essential Mathematics – Common internal assessment (CIA)

Students complete a total of four summative internal assessments in Units 3 and 4 that count toward their overall subject result. Schools develop three of the summative internal assessments for each senior subject and the other summative assessment is a common internal assessment (CIA) developed by the QCAA.

The CIA for Essential English and Essential Mathematics is based on the learning described in Unit 3 of the respective syllabus. The CIA is:

- developed by the QCAA
- common to all schools
- delivered to schools by the QCAA
- administered flexibly in Unit 3
- administered under supervised conditions
- marked by the school according to a common marking scheme developed by the QCAA.

The CIA is not privileged over the other summative internal assessment.

## Vocational Education and Training (VET)

At St Columban's College, students have the opportunity to engage in Vocational Education and Training in the Senior Phase of learning. VET refers to education and training that focusses on developing knowledge and skills required for specific industries. VET qualifications also focus on the development of transferrable skills that will assist you to develop the job ready characteristics you will need to participate fully in the future workforce. VET in schools allows students to remain at school while completing nationally recognised training qualifications.

### Participating in VET can:

- provide credit towards a student's attainment of a QCE
- attainment of a nationally recognised qualification or statement of attainment
- support a student to transition to employment or further education.

### School based traineeships and apprenticeships

School based apprenticeships and traineeships can contribute to a student's senior education plan. The College support's students in their pursuit of these employment and training opportunities. School based apprenticeships and traineeships (SAT's) require one day out of school each week. Students should speak with the Careers Centre if they are interested in an opportunity of this nature.

### Student roles and responsibilities

Students are asked to:

- make a serious commitment to undertaking a nationally recognised qualification
- provide any materials and equipment requested by the College
- meet all aspects of work health and safety requirements
- meet the expectations and requirements of the College in terms of participation, cooperation, punctuality, behaviour and conduct.

## Complaints and Appeals Policy

St Columban's College has a complaints and appeals policy specific to the Registered Training Organisation (RTO) operations.

A complaint can be made to the College regarding:

- ✓ College Trainers and Assessors
- ✓ Students of St Columban's College
- ✓ Third party services providing training on behalf of St Columban's College.

The Complaints and Appeals Policy is also available on the College website.

All complaints or appeals must be directed to the Principal as CEO of St Columban's College.

## Unique Student Identifier (USI)

All students who wish to study a VET course will be required to obtain a USI.

We ask that you access the USI website [www.usi.gov.au](http://www.usi.gov.au) and complete the process at home. This is a simple process that only takes approximately 5 minutes. Please note that a Medicare card, Birth Certificate or Passport is required to complete this process.

*Students and parents will be required to complete a USI form and Parent permission to store form and have it returned to Mrs Aarts at the Careers and Training Centre prior to enrolment and admission into the course.*

## Enrolment and Admission

Access to VET Certificates is open to all students, regardless of race, gender, and ability. Subjects will be offered if enrolment numbers are viable and human and physical resources comply with AQTF standards for Registered Training Organisations. Students must meet the minimum levels of literacy and numeracy.

## Fees

For qualifications delivered by St Columban's College, all tuition costs are included in the year level fee structure. Additional fees are highlighted in the Subject Selection Handbook.

In cases where students have exhausted VETiS funding, supplementary costs could be incurred for further VETiS qualifications.

## VET Student Handbook

St Columban's College will provide students with a VET handbook prior to commencement in their course. The VET handbook is also available on the College website.



## Roles and responsibilities

As a Registered Training Organisation (RTO), the college has the following roles and responsibilities when enrolling students in a VET Qualification:

- Recognises the importance of students receiving a broad-based education, comprising both general and vocational education and training.
- Will inform students of any changes to agreed services.
- The College has a process in place that enables students to apply for Recognition of Prior Learning (RPL) and/or Credit Transfer for vocational education competencies.
- Has a process for addressing any concerns a student may have and offers students access to support services that can provide guidance about the vocational education.

## Vocational Education and Training Qualification Offerings

CPC10120	Certificate I in Construction
CHC24015	Certificate II in Active Volunteering
HLT23221	Certificate II in Health Support Services
SIT20322	Certificate II in Hospitality
MEM20422	Certificate II in Engineering Pathways
SHB20216	Certificate II in Salon Assistant
AVI30419	Certificate III in Aviation (Remote Pilot) *
BSB30120	Certificate III in Business
CHC30221	Certificate III in School Based Education Support*
SIS30321	Certificate III in Fitness*
HLT33115	Certificate III in Health Services Assistance *
SHB30221	Certificate III in Make Up
SIS30122	Certificate III in Sport, Aquatics and Recreation *

Qualifications marked with an \* are delivered through a partnership arrangement.

# Certificate I in Construction



AQF Qualification CPC10120  
Registered Training Organisation – 30351 – St Columban's College,  
Caboolture



## Entry requirements

It is recommended that students have a satisfactory completion of Year 10 English and Math.

## Learning experiences

Learning experiences will be achieved by students working in a simulated construction environment in the College Celtic Centre. Projects will include involvement in Industry immersion days and field trips. The projects in this course will focus on a range of construction areas and skills such as framing, bricklaying, concreting and larger community projects.

## Pathways

This qualification introduces the construction industry, its culture, occupations, job roles and workplace expectations. The units of competency cover essential work health and safety requirements, the industrial and work organisation structure, communication skills, work planning, and basic use of tools and materials. The qualification is built around a basic construction project unit that integrates the skills and embeds the facets of employability skills in context.

## Qualification Structure

### Core Units

CPCCOM1012	Work effectively and sustainably in the construction industry
CPCCOM1013	Plan and organise work
CPCCCM2005	Use construction tools and equipment
CPCWHS1001	Prepare to work safely in the construction industry *
CPCWHS2001	Apply WHS requirements, policies and procedures in the construction industry
CPCCVE1011	Undertake a basic construction project
CPCCCM1011	Undertake basic estimation and costing
CPCCCM2004	Handle construction materials

### Elective Units

CPCCOM1014	Conduct workplace communication
CPCCOM2001	Read and interpret plans and specifications
CPCCOM1015	Carry out measurements and calculations

*\*Delivered through a Third Party arrangement\**

**Students must successfully complete all Units of Competency to achieve the  
Certificate I in Construction**

## Delivery Mode

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## Assessment

Assessment for the Certificate I in Construction will be related to real life industry situations and is based on the consistent demonstration of competency. A variety of assessment will be used including:

- observations
- questioning
- portfolio

All assessments are competency based.

## Requirements

Students will be required to purchase a good quality pair of steel capped work boots.  
A construction high vis shirt will be provided for all practical activities.

## Service Agreement

This is a 2-year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June2024).

# Certificate II in Active Volunteering



AQF Qualification CHC24015

Registered Training Organisation – 30351 – St Columban's College,  
Caboolture



## Entry requirements

There are no entry requirements for this qualification.

## Learning experiences

This qualification is designed to meet the needs of a range of learners and consider students future career and employment preparation. Students will be given the opportunity to develop knowledge and skills in communication, career exploration and planning, resume development, job application and interview techniques, workplace digital technology, problem solving, team work and organisation.

## Pathways

Employers are increasingly looking for employees who have had volunteering experience as part of their resume. Volunteering is an excellent way to contribute to the community. It provides a variety of benefits including sharing skills, getting job ready and becoming part of the local community. This qualification may be used as a pathway for workforce entry. Organisations may require volunteers to undergo relevant background checks such a volunteer blue card.

The Certificate II in Active Volunteering is a nationally accredited course that is part of the Community Services Training Package. This qualification complements other studies in vocational education and students may be eligible for credit transfer where competencies are also studied in other VET certificates.

## Qualification Structure

### Core Units

CHCDIV001	Work with diverse people
CHCVOL001	Be an effective volunteer
HLTWHS001	Participate in workplace health and safety
BSBCMM201	Communicate in the workplace

### Elective Units

FSKDIG03	Use digital technology for routine workplace task
FSKLRG007	Use strategies to identify job opportunities
FSKLRG010	Use routine strategies for career planning

**Students must successfully complete all Units of Competency to achieve the  
Certificate II in Active Volunteering**

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment for the Certificate II in Active Volunteering will be related to career exploration, planning, problem solving, resume development, job application and interview techniques, workplace technology and teamwork. The course explores the area of diversity in the workplace, the benefits of volunteering both as an individual and within the community as well as using strategies to enhance job application preparation.

Assessment is competency based. Students are assessed through a variety of simulated projects that include:

- questioning
- portfolio work
- observations

## **Requirements**

Students are required to complete 20 hours of volunteer placement in an organisation with a structured volunteer program.

## **Service Agreement**

This is a 2-year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

# Certificate II in Engineering Pathways



AQF Qualification MEM20422  
Registered Training Organisation – 30351 – St Columban’s College,  
Caboolture



## Entry requirements

There are no entry requirements for this qualification.

## Learning experiences

This qualification is designed to meet the needs of a range of learners and considers students future interest in the Engineering related work. Students will be given the opportunity to develop knowledge and skills in communication, teamwork, workplace health and safety, developing trade like skills, using engineering tools and equipment to produce or modify objects.

## Pathways

This qualification is intended for students interested in exposure to an engineering or related working environment with a view to entering into employment in the area. This qualification will equip students with knowledge and skills which will enhance their prospects of employment in an engineering or related working environment.

This qualification delivers broad-based underpinning skills and knowledge in a range of engineering and manufacturing tasks which will enhance the graduates’ entry-level employment prospects for apprenticeships, traineeships or general employment in an engineering-related workplace.

## Qualification Structure

### Core Units

MEM13015	Work safely and effectively in manufacturing and engineering
MEMPE005	Develop a career plan for the engineering and manufacturing industries
MEMPE006	Undertake a basic engineering project
MSMENV272	Participate in environmentally sustainable work practices

### Elective Units

MEM16006	Organise and communicate information
MEM16008	Interact with computing technology
MEM18001	Use hand tools
MEM18002	Use Power tools/hand held operations
MEMPE001	Use engineering workshop machines
MEMPE004	Use fabrication equipment
MSMSUP106	Work in a team
MEMPE002	Use electric welding machines

**Students must successfully complete all Units of Competency to achieve the  
Certificate II in Engineering Pathways**

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment is competency based. Students are assessed through a variety of projects that include:

- questioning
- portfolio work
- observations

## **Requirements**

There are no additional requirements for this course.

## **Service Agreement**

This is a 2 year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).



# Certificate II in Health Support Services



AQF Qualification HLT23221

Registered Training Organisation – 30351 – St Columban's College,  
Caboolture



## Entry requirements

There are no entry requirements for this qualification.

## Learning experiences

This qualification is designed to meet the needs of a range of learners and considers students future interest in the Health Industry. Students will be given the opportunity to develop knowledge and skills in communication, teamwork, workplace health and safety, performing cleaning tasks and stock maintenance, providing and maintaining a service to customers as well as developing skills and strategies to respond to behaviors of concern.

## Pathways

This qualification reflects the role of workers who provide support for the effective functioning of health services. At this level workers complete tasks under supervision involving known routines and procedures or complete routine but variable tasks in collaboration with others in a team environment.

## Qualification Structure

### Core Units

CHCCOM005	Communicate and work in health or community services
CHCDIV001	Work with diverse people
HLTINF006	Apply basic principles and practices of infection prevention and control
HLTWHS001	Participate in workplace health and safety

### Elective Units

BSBINS201	Process and maintain workplace information
BSBOPS203	Deliver a service to customers
BSBPEF202	Plan and apply time management
CHCCCS010	Maintain a high standard of service
CHCCCS020	Respond effectively to behaviours of concern
HLTHSS009	Perform general cleaning tasks in a clinical setting
HLTHSS011	Maintain stock inventory
CHCCOM001	Provide first point of contact

**Students must successfully complete all Units of Competency to achieve the  
Certificate II in Health Support Services**

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment for the Certificate II in Health Support Services will be related to workplace health and safety practices, infection control precautions, procedures for cleaning of a clinical environment, management of personal information, storage and maintenance of stock supplies, customer service as well as developing skills and support strategies when exposed to challenging behaviors.

Assessment is competency based. Students are assessed through a variety of simulated projects that include:

- questioning
- portfolio work
- observations

## **Requirements**

There are no additional requirements for this course.

## **Service Agreement**

This is a 1-year course delivered in Year 10 or Year 11 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

# Certificate II in Hospitality



AQF Qualification SIT20322

Registered Training Organisation – 30351 - St Columban's College,  
Caboolture



## Entry requirements

There are no entry requirements for this qualification.

## Learning experiences

Learning experiences within this course involve utilising the simulated training environment of the Trade Training Centre which involves a commercial kitchen, function centre, training café & bar and New Street on Albion Café. Students will engage in projects that work to develop skills in the areas of beverage preparation, customer service, basic café style cookery and working with diverse people.

## Pathways

This qualification reflects the role of individuals who have a defined range of hospitality operational skills and basic industry knowledge. This qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes, and coffee shops.

## Qualification Structure

Units of Competency are as follows:

### Core Units

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.

### Elective Units

SITXFIN007	Process financial transactions.
SIRXSLS001	Sell to the retail customer.
SITHFAB021	Provide responsible service of alcohol *
SITHFAB024	Prepare and serve non-alcoholic beverages.
SITHFAB025	Prepare and serve espresso coffee
SITXFSA005	Use hygienic practices for food safety

*\*Delivered through a Third Party organisation*

**Students must successful complete all Units of Competency  
to achieve the Certificate II in Hospitality**

## Delivery Mode

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## Assessment

Assessment for the Certificate II in Hospitality will be related to real life industry situations and is based on the consistent demonstration of competency. A variety of assessment will be used including:

- observations
- questioning

All assessment is competency based.

## Requirements

To be successful in this subject, students must be keenly interested in the hospitality industry, as well as having a strong work ethic.

Students are required to complete a mandatory 12 service occasions with College catering functions, New Street on Albion, and external work placement with a Trade Training Centre industry partner.

Students will be required to wear a catering uniform when completing the mandatory service occasions. Ingredients for cookery and beverage training will be supplied by the College.

## Service Agreement

This is a 2-year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

# Certificate II in Salon Assistant



AQF Qualification SHB20216

Registered Training Organisation – 30351 – St Columban's College,  
Caboolture



## Entry requirements

There are no entry requirements for this qualification.

## Learning experiences

Learning experiences will be achieved by students working in Sion Hair and Makeup Salon, the College training facility located in the Trade Training Centre. Students will engage in projects that work to develop skills in the areas of communication, customer service, WHS, retail product knowledge and hair design, care and presentation.

## Pathways

This is a preparatory qualification which provides a defined and limited range of basic skills and knowledge used in hairdressing salons by individuals who provide assistance with client services. The combined skills and knowledge do not provide for a job outcome as a hairdresser and this qualification is intended to prepare individuals for further training. This is a great introductory qualification for students considering a career in the hairdressing or beauty industry.

## Qualification Structure

### Core Units

BSBWHS201	Contribute to health and safety of self and others
SHBHAS001	Provide shampoo and basin services
SHBHDES001	Dry hair to shape
SHBHIND001	Maintain and organise tools, equipment, and work areas
SHBXCCS001	Conduct salon financial transactions
SHBXCCS003	Greet and prepare clients for salon services
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team

### Elective Units

SHBHAS002	Provide head, neck, and shoulder massages for relaxation
SHBHCLS001	Apply hair colour products
SHBHIND002	Research and use hairdressing industry information
SIRRINV001	Receive and handle retail stock

**Students must successfully complete all Units of Competency to achieve the  
Certificate II in Salon Assistant**

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment for Certificate II in Salon Assistant will be related to real life industry situations and is based on the consistent demonstration of competency. A variety of assessment will be used including:

- portfolio of work
- observations
- questioning

## **Requirements**

Students will be required to attend regular full day training sessions one day per week. Students will be required to wear a Salon uniform and will be required to purchase black slacks, closed in leather shoes. Students will be provided with an industry standard hairdressing equipment kit.

## **Service Agreement**

This is a 1-year course delivered in Year 10 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

## AVI30419- Certificate III in Aviation (Remote Pilot)

### RTO Code 30770

Website:	<a href="https://www.aviationaustralia.aero/remote-pilot-training/">https://www.aviationaustralia.aero/remote-pilot-training/</a>
Registered Training Organisation:	Aviation Australia (RTO No.30770)
Subject Type	Vocational Education and Training
Course Length	2 Years
Reasons to Study the Subject	<p>Obtaining your Remote Pilots Licence (RePL) is the first step to being able to operate remotely piloted aircraft systems (RPAS), otherwise known as drones or UAVs, for commercial or business purposes without many weight or operating restrictions. The unmanned aviation industry is set to grow significantly in the next decade and remotely piloted aircraft (RPA) have already begun replacing manned aircraft in many roles.</p> <p>In partnership with a CASA-approved RPAS training provider, Aviation Australia can offer the theoretical and operational (practical) training required to obtain your RePL and kick-start your drone career. Anyone can undertake remote pilot training, even if you have never flown a drone before. You will also receive your Certificate III in Aviation (Remote Pilot). This is an academic qualification which you can either use as a stand-alone set of skills or build on by gaining further aviation qualifications such as the Diploma of Aviation Management.</p> <p>The Certificate III in Aviation (Remote Pilot) provides you with important training to legally operate a remotely piloted aircraft. It will also allow you to fly without many of the weight or operating restrictions applied to recreational users.</p> <p>QCE Credits: Successful completion of the Certificate III in Aviation contributes a maximum of six (6) credits towards a student's QCE.</p>
Topics of Study / Learning Experiences	<p>Units of Competencies</p> <p>AVIF0021 Manage human factors in remote pilot aircraft systems operations</p> <p>AVIH0006 Navigate remote pilot aircraft systems</p> <p>AVIW0028 Operate and manage remote pilot aircraft systems</p> <p>AVIW0004 Perform operational inspections on remote operated systems</p> <p>AVIY0052 Control remote pilot aircraft systems on the ground</p> <p>AVIY0023 Launch, control and recover a remotely piloted aircraft</p> <p>AVIY0053 Manage remote pilot aircraft systems energy source requirements</p> <p>AVIY0031 Apply the principles of air law to remote pilot aircraft systems operations</p> <p>AVIZ0005 Apply situational awareness in remote pilot aircraft systems operations.</p> <p>AVIE0003 Operate aeronautical radio</p> <p>AVIG0003 Work effectively in the aviation industry</p> <p>AVIY0027 Operate multi-rotor remote pilot aircraft systems</p> <p>AVIW0006 Perform infrastructure inspections using remote operated systems</p> <p>AVIW0007 Perform aerial mapping and modelling using remote pilot aircraft system</p>
Certificate Outcomes	<ul style="list-style-type: none"> <li>• AVI30419 Certificate III in Aviation (Remote Pilot);</li> <li>• CASA Remote Pilot Licence (RePL)*;</li> <li>• CASA Aeronautical Radio Operators Certificate (AROC)* <i>This is a CASA requirement to use aviation VHF radios, which are needed when flying near aerodromes and helipads. *(Will be issued when student is 17)</i></li> </ul> <p><i>*subject to Civil Aviation Safety Authority (CASA) approval</i></p>

Pathways	<p>There are many different pathways available to work in the unmanned piloting industry. Below are some examples of the different industries utilising the skill set taught in this course.</p> <ul style="list-style-type: none"> <li>• Industrial inspections</li> <li>• 3D mapping</li> <li>• Surveying</li> <li>• Emergency services</li> <li>• Scientific research and environmental monitoring</li> <li>• Agriculture</li> <li>• Drone photography and videography</li> </ul>
Assessment	<p>Assessment for the Certificate III in Aviation (Remote Pilot) will be related to real life industry situations and is based on the consistent demonstration of competency. A variety of assessment will be used including;</p> <ul style="list-style-type: none"> <li>▪ Practical observations and testing</li> <li>▪ Theoretical questioning</li> <li>▪ Portfolio</li> <li>▪ Structured workplace learning</li> <li>▪ Online assessment questions and revision</li> </ul> <p>All assessment is competency based</p>
Cost	<p>This course is approved for funding by the Queensland Government through the Certificate III Guarantee - Vocational Education and Training in Schools (VETiS) program.</p> <p>Information on VETiS can be found: <a href="https://training.qld.gov.au/providers/funded/vetis">https://training.qld.gov.au/providers/funded/vetis</a></p> <p>If students qualify for the VETiS funding, there will be no cost associated with this course. If students have already utilised their VETiS funding and are not eligible, the cost of the certificate will be \$1,500.00.</p> <p>To be eligible to enrol in VETiS funding, students must:</p> <ul style="list-style-type: none"> <li>- Be currently enrolled in either Year 10, 11 or 12 at a Queensland school;</li> <li>- Be an Australian citizen, Australian permanent resident (includes humanitarian entrant); New Zealand citizen or temporary resident with the necessary visa and work permits on the pathway to permanent residency;</li> <li>- Not be already enrolled in or have completed a qualification under VETiS funding previously.</li> </ul>
Further Information	<p>If you have any queries, please contact Michael Staples. Phone: 07) 3860 1076 Email: <a href="mailto:rpvetis@aviationaustralia.aero">rpvetis@aviationaustralia.aero</a></p>
Delivery modes	<p>A range of delivery modes will be used during the teaching and learning of this qualification. These include:</p> <ul style="list-style-type: none"> <li>• face-to-face instruction</li> <li>• work-based learning</li> <li>• guided learning</li> <li>• online training</li> <li>• field trips</li> </ul>
Materials, Equipment BYOx Laptop Requirements	<p>32gb USB for two year course</p> <p><b>Base level laptop is acceptable</b></p>



RTO obligation	<p>Students who are deemed competent in all 14 units of competency will be awarded a Qualification and a Record of Results by Aviation Australia. Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment issued by Aviation Australia.</p> <p>Aviation Australia guarantees that the student will be provided with every opportunity to complete the qualification. They do not guarantee employment upon completion of this qualification.</p> <p>Complaints and appeals are managed by Aviation Australia.</p>
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# Certificate III in Business



AQF Qualification BSB30120  
Registered Training Organisation – 30351 - St Columban's College,  
Caboolture



## Entry requirements

It is recommended that students have a satisfactory completion of Year 10 English.

## Learning experiences

Learning experiences will be achieved by students working in a simulated business environment. Projects will include fundraising projects; networking breakfast programs; community events and micro business set-up and management.

## Pathways

This qualification reflects the role of individuals in a variety of Business Services job roles. It is likely that these individuals are establishing their own work performance.

Individuals in these roles carry out a range of routine procedural, clerical, administrative or operational tasks that require technology and business skills. They apply a broad range of competencies using some discretion, judgment, and relevant theoretical knowledge. They may provide technical advice and support to a team.

## Qualification Structure

To attain this certificate, 13 units of competency must be completed. These units are under the current National Training Package. The qualification is delivered at St Columban's College.

### Core Units

BSBTWK301	Use inclusive work practices
BSBSUS211	Participate in sustainable work practices
BSBWHS311	Assist with maintaining workplace safety
BSBCRT311	Apply critical thinking skills in a team environment
BSBXCM301	Engage in Workplace Communication
BSBPEF201	Support personal Wellbeing in the workplace

### Elective Units

BSBTEC303	Create electronic presentations
BSBPEF301	Organise personal work priorities
BSBTEC302	Design and produce spreadsheets
BSBOPS304	Deliver and monitor a service to customers
SIRXPDK001	Advise on products and services
BSBOPS305	Process customer complaints
SIRXMKT001	Support marketing and promotional activities

***Students must successfully complete all Units of Competency  
to achieve the Certificate III in Business***

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment is Competency based. Students are assessed through a variety of simulated projects that will include the collection of evidence in the following format:

- portfolio work
- observations
- questioning

## **Requirements**

Students will be required to undertake activities that occasionally fall outside of school hours.

## **Service Agreement**

This is a 2-year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

**CAMPUS**

Completed at  
St Columban's College

**DURATION**

8 terms

**STUDY MODE**

Face-to-face

**YEAR LEVEL**

Year 11

**QCE CREDITS**

Up to 8 credits

**ATAR**

This program may contribute to your ATAR eligibility upon successful completion of the certificate III qualification

Students will develop essential skills and knowledge to work in the education sector, providing support in a classroom setting, working with teachers and school aged students.

Students will also gain teacher aide experience through vocational placement, developing practical skills when implementing education programs, such as literacy and numeracy. You will monitor and manage student behaviour, as well as supporting students' developmental needs.

## Certificate III in School Based Education Support

COURSE CODE: CHC30221

**LEGAL AND ETHICAL CLUSTER**

Core	CHCEDS033	Meet legal and ethical obligations in an education support environment
Elective	CHCPRT001	Identify and respond to children and young people at risk

**WHS CLUSTER**

Elective	HLTWHS001	Participate in work health and safety
Core	CHCEDS059	Contribute to the health, safety and wellbeing of students

**DIVERSITY CLUSTER**

Core	CHCDIV001	Work with diverse people
Elective	CHCECE054	Encourage understanding Aboriginal and/or Torres Strait Islander peoples' culture
Core	CHCEDS060	Work effectively with students and colleagues

**LITERACY AND NUMERACY CLUSTER**

Core	CHCEDS036	Support the development of literacy and language skills
Core	CHCEDS037	Support the development of numeracy skills
Elective	CHCEDS042	Provide support for e-learning

**DISABILITY CLUSTER**

Elective	CHCEDS051	Facilitate learning for students and disabilities
Core	CHCEDS057	Support students with additional needs in the classroom environment

**BEHAVIOUR AND DEVELOPMENT CLUSTER**

Core	CHCEDS061	Support responsible student behaviour
Core	CHCEDS035	Contribute to student education in all developmental domains (100hrs)
Core	CHCEDS034	Contribute to the planning and implementation of educational programs (100hrs)
Mandatory	VPC100	Vocational Placement Component, minimum 100 hours in placement

**PATHWAY OPTIONS**

Certificate IV in School Based Education Support

**CAREER OUTCOMES**

Education Support Worker  
Learning Support Assistant  
Teachers' Aide

**UNIVERSITY PATHWAYS**

## 2025 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).

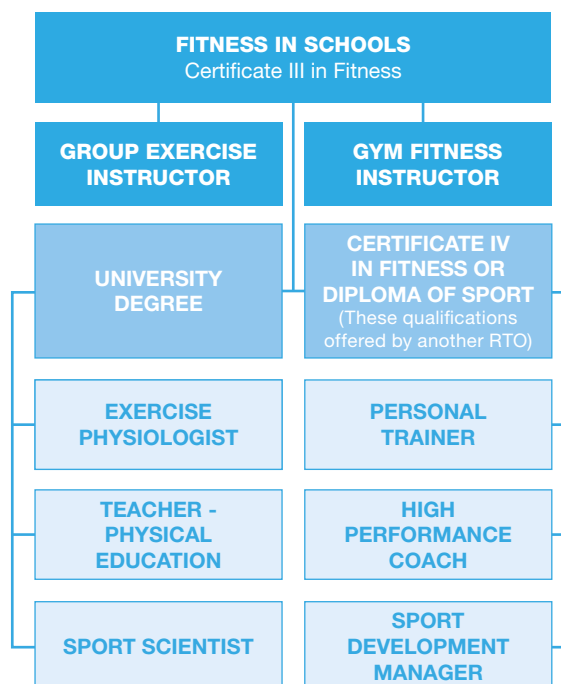
Students facilitate programs within their school community including:

- › 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



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):

Course fees paid by St Columban's College

#### QCE Outcome:

Maximum 8 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Introduction to the Sport, Fitness and Recreation Industry</li> <li>› Introduction to Coaching Programs</li> </ul>
	<b>PROGRAMS</b>

› Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions  
› SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions

TERM 2	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Introduction to Community Programs</li> <li>› Introduction to Conditioning Programs</li> </ul>
	<b>PROGRAMS</b>

› Community SFR Program: Assist with Delivering Community SFR Sessions  
› Conditioning Program: Participate in Conditioning Sessions

TERM 3	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Working in the SFR Industry</li> <li>› Providing Quality Service in the SFR Industry</li> </ul>
	<b>PROGRAMS</b>

› Group Conditioning Program: Plan and Deliver Group Conditioning Sessions  
› One-on-one Conditioning Program: Plan and Deliver a Cardio Program

TERM 4	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Anatomy and Physiology - The Musculoskeletal System</li> <li>› First Aid Course: HLTAID011 Provide First Aid</li> </ul>
	<b>PROGRAMS</b>

› Recreational Group Exercise Program

#### QUALIFICATION SCHEDULED FOR FINALISATION

**SIS20122 CERTIFICATE II IN SPORT AND RECREATION**

TERM 5	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Anatomy and Physiology</li> <li>› Health and Nutrition Consultations</li> </ul>
	<b>PROGRAMS</b>

› One-on-One Gym Program: Adolescent Client  
› Conduct Consultations with a Client (Peer)  
› Plan and Conduct Sessions (Scenario Clients)

TERM 6	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Screening and Health Assessments</li> <li>› Specific Population Clients</li> <li>› Older Clients</li> </ul>
	<b>PROGRAMS</b>

› Fitness Orientation Program: Client Orientation  
› Gentle Exercise Program: Participate in Gentle Exercise Sessions  
› Mobility Program: Plan and Instruct Mobility Sessions

TERM 7	<b>TOPICS</b>
	<ul style="list-style-type: none"> <li>› Older Clients</li> <li>› Specific Populations</li> </ul>
	<b>PROGRAMS</b>

Group Exercise and Gym-based One-on-One 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
SISXEMR001	Respond to emergency situations (SISXEMR003)	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 a separate Statement of Attainment (Subject Only Training)	

**Delivered in Partnership with  
Connect 'n' Grow®** RTO number: 40518



**HLT33115 Certificate III in Health Services Assistance**  
(including credit transfer of HLT23221 Certificate II in Health Support Services - prerequisite)

**Qualification description**

Health and community services training is linked to the largest growth industry in Australia, estimated to grow by 20% over the next five years. These programs combine to provide students with entry level skills necessary for a career in the health sector and also provide a pathway to pursue further study. Skills acquired in this course include first aid, effective communication, workplace health and safety, infection control, understanding common medical terminology, conducting health checks, recognising healthy body systems and working with diverse people.

Refer to [training.gov.au](http://training.gov.au) for specific information about the qualification.

**Entry requirements**

There are no entry requirements to commence the first year of this qualification; however successful completion of the Certificate II in Health Support Services is required to continue into the Certificate III Health Services Assistance coursework. International students may be able to enrol depending on their visa and/or the school's CRICOS registration. Contact the VET Coordinator for more information.

**Duration and location**

This is a one-year course delivered on site to senior school students in partnership with Connect 'n' Grow®.

**Delivery modes**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face training
- practicals and scenarios
- online learning

**Fees**

Course fees paid by St Columban's College

**QCE Points**

Maximum 8 (up to 4 points for completion of the Certificate II and up to a further 4 points for completion of the Certificate III).

**Course units Year 1 (Certificate II Health Support Services units)**

Unit code	Title
CHCCOM005	Communicate and work in health or community services *
HLTWHS001	Participate in workplace health and safety *
CHCDIV001	Work with diverse people *
HLTINF006	Apply basic principles and practices of infection prevention and control *
CHCCCS010	Maintain a high standard of Service *
HLTHSS011	Maintain stock inventory
BSBPEF202	Plan and apply time management
BSBINS201	Process and maintain workplace information
HLTHSS009	Perform general cleaning tasks in a clinical setting
CHCCCS020	Respond effectively to behaviours of concern *
BSBOPS203	Deliver a service to customers
CHCCOM001	Provide first point of contact

\*units credit transferred from Cert II into the Cert III

**Course units Year 2 (Certificate III Health Services Assistance units) delivered in partnership with Connect 'n' Grow®**

Unit code	Title
HLTAAP001	Recognise healthy body systems
BSBMED301	Interpret and apply medical terminology
BSBWOR301/ BSBPEF301	Organise personal work priorities and development Organise personal work priorities
HLTAID011	Provide first aid
HLTAID009	Provide cardiopulmonary resuscitation
HLTAID010	Provide basic emergency life support
CHCINM002	Meet community information needs
CHCCCS009	Facilitate responsible behaviour
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety

**Assessment**

Assessment is competency based.

Assessment techniques include:

- observation
- folios of work
- questionnaires
- written and practical tasks

**Work experience**

Students are highly encouraged to complete a minimum of 20 hours work experience in a health or community service facility to strengthen their skills, knowledge and employability.

Connect 'n' Grow® considers industry experience to be a very important inclusion of the Certificate III qualifications.

**Pathways**

Potential options may include:

- Various Certificate IV qualifications
- Diploma of Nursing
- Bachelor Degrees (B.Nursing)
- entry level employment within the health industry.

**Obligation**

Students will be provided with every opportunity to complete this qualification. Employment is not guaranteed upon completion. Students deemed competent in all units of competency will be awarded the qualification and a record of results by Connect 'n' Grow®. Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

# Certificate III in Make-Up



AQF Qualification SHB30221  
Registered Training Organisation – 30351 – St Columban's College,  
Caboolture



## Entry requirements

It is recommended that students have a satisfactory completion of Year 10 English.

## Learning experiences

Learning experiences will be achieved by students working in SION Hair and Makeup Salon, the College training facility located in the Trade Training Centre. Projects will include working with live models to produce makeup looks for a range of clients and contexts and produce Make-up looks for photography and editorial styling. Students will learn to work in an industry environment and handle industry standard equipment.

## Pathways

This qualification reflects the role of individuals employed as make-up artists to design and apply make-up for a range of purposes and occasions across the beauty, fashion, media, and entertainment industries.

These individuals possess a range of well-developed technical and consultation skills where discretion and judgement is required and are responsible for their own outputs. This includes working cooperatively with a range of individuals including photographers, fashion stylists and media production staff.

Work is typically conducted as part of a team or on a freelance basis in settings such as make-up studios, retail cosmetic counters, fashion and media sets and photography studios

## Qualification Structure

### Core Units

SHBBMUP009	Design and apply make-up
SHBBMUP010	Design and apply make-up for photography
SHBBMUP013	Design and apply creative make-up
SHBBRES003	Research and apply beauty industry information
SHBXCCS008	Provide salon services to clients
SHBXIND003	Comply with organisational requirements within a personal services environment
SHBXWHS003	Apply safe hygiene, health and work practices
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms

### Elective Units

SHBBINF002	Maintain infection control standards
SHBBMUP011	Design and apply remedial camouflage make-up
SHBBMUP012	Apply airbrushed make-up
SHBBCCS005	Advise on beauty products and services
SHBBMUP014	Work collaboratively on make-up productions
SHBXCCS007	Conduct salon financial transactions



## **Other Units**

SHBHCCS001      Plan hair services for special events

***Students must successfully complete all Units of Competency to achieve the Certificate III in Make Up***

## **Delivery Mode**

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- guided instruction

## **Assessment**

Assessment for the Certificate III in Make-Up will be related to real life industry situations and is based on the consistent demonstration of competency. A variety of assessment will be used including:

- observations
- questioning
- portfolio

## **Requirements**

Students will be required to attend regular full day training sessions one day per week.

This course is therefore suited to students on a blended pathway.

To gain the practical knowledge and skills in this course, students must be prepared to work out of class time at various College activities and events. Students will be required to wear a Salon uniform and will be required to purchase black slacks, closed in leather shoes. Students will be provided with an industry standard set of makeup brushes and belt to use throughout the course.

## **Service Agreement**

This is a 2-year course delivered in Year 11 and 12 at St Columban's College. The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. This information is correct at time of publication but subject to change (June 2024).

2025 EDITION

# SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Binnacle Training (RTO Code 31319)

## HOW DOES IT WORK

This qualification reflects the role of individuals with well-developed skills and knowledge to deliver recreational services.

Students assist with facilitation of sport and recreation programs within their school community including:

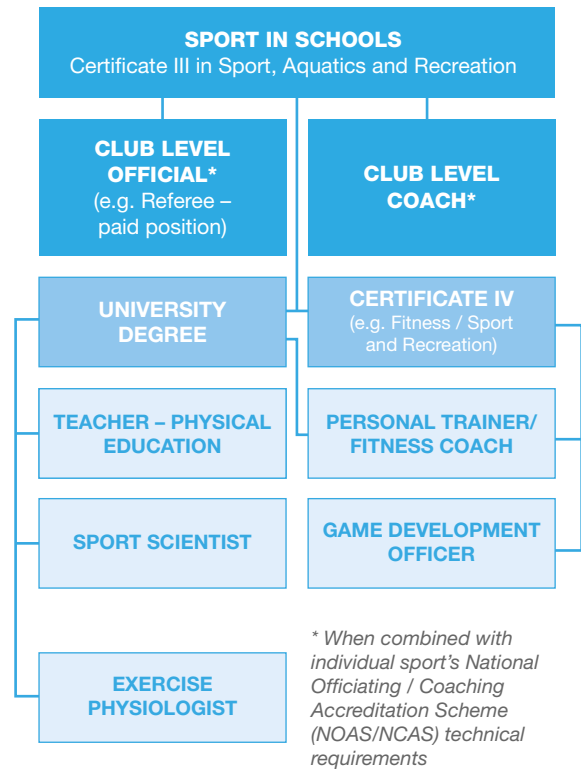
- › Officiating games
- › Conducting coaching sessions
- › Community sport, fitness and recreation programs

Available with a 'General' or 'Sport Specialty' Coaching and Officiating outcome - AFL, NRL, Netball, Rugby Union or Choose Your Own Sport!

## WHAT DO STUDENTS ACHIEVE?

- › SIS30122 Certificate III in Sport, Aquatics and Recreation (max. 7 QCE Credits). Completing the 'Term 7 Part 2 Add-On' as well can result in a maximum 8 QCE Credits
- › Entry qualification: SIS20122 Certificate II in Sport and Recreation (only in Dual Qualification)
- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › A range of career pathway options including Club Level Official and/or Coach
- › Successful completion of the Certificate III in Sport, Aquatics and Recreation may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

## CAREER PATHWAYS



## SKILLS ACQUIRED

- › Officiating games or competitions
- › Coaching beginner participants to develop fundamental skills
- › Effective communication skills
- › Use digital technologies in sports environments

FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



**Binnacle  
Training**

RTO CODE 31319



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



## SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

(or as Standalone Qualification:  
SIS30122 Certificate III in Sport,  
Aquatics and Recreation)

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 3 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):**  
Course fees paid by St Columban's College

**QCE Outcome:**  
Maximum 7 QCE Credits.

› Completing the Optional Term 7 Add-on as well can result in a maximum 8 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	<b>TOPICS</b>	› Introduction to the Sport, Fitness and Recreation (SFR) Industry › Introduction to Coaching Programs
	<b>PROGRAMS</b>	› SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions › Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions
TERM 2	<b>TOPICS</b>	› Introduction to Community Programs › Introduction to Conditioning Programs
	<b>PROGRAMS</b>	› Community SFR Program: Assist with Delivering Community SFR Sessions › Conditioning Program: Participate in Conditioning Sessions
TERM 3	<b>TOPICS</b>	› Working in the SFR Industry › Providing Quality Service in the SFR Industry
	<b>PROGRAMS</b>	› Group Conditioning Program: Plan and Deliver Group Conditioning Sessions › One-on-one Cardio Program: Plan and Deliver a Cardio Program
TERM 4	<b>TOPICS</b>	› Recreational Exercise in the SFR Industry › First Aid Course: HLTAID011 Provide First Aid
	<b>PROGRAMS</b>	› Recreation Program (Teacher Facilitated): Assist with Recreational Activity (Bootcamp)
<b>QUALIFICATION SCHEDULED FOR FINALISATION</b>		
<b>SIS20122 CERTIFICATE II IN SPORT AND RECREATION</b>		
TERM 5	<b>TOPICS</b>	› Deliver Outdoor Recreation Sessions
	<b>PROGRAMS</b>	› Deliver Outdoor Recreation Sessions
TERM 6	<b>TOPICS</b>	› Sport-Specific Coaching Program › Developing Self-Awareness
	<b>PROGRAMS</b>	› Plan and Deliver a Sport Development Program › Plan and Deliver a Community Recreation Session for Children
TERM 7 PART 1 (Compulsory)	<b>TOPICS</b>	› Round-Robin Tournaments › Working Effectively with Others › Responding to Interpersonal Conflict
	<b>PROGRAMS</b>	› Plan and Deliver a Round-Robin Tournament › Role-play Conflict Scenarios
TERM 7 PART 2 OPTIONAL- ADD-ON:	<b>TOPICS</b>	› Officiating Sports
	<b>PROGRAMS</b>	› Officiate Modified Games

UNITS OF COMPETENCY			
HLTAID011	Provide First Aid	BSBPEF302	Develop self-awareness
SISXIND011	Maintain sport, fitness and recreation knowledge	BSBTWK201	Work effectively with others
BSBPEF301	Organise personal work priorities	SISSCO001	Conduct sport coaching sessions with foundation level participants
SISSPAR009	Participate in conditioning for sport	SISOFLD001	Assist in conducting recreation sessions*
BSBPEF202	Plan and apply time management*	SISXPLD004	Facilitate groups
BSBSUS211	Participate in sustainable work practices*	BSBWHS308	Participate in WHS hazard identification, risk assessment and risk control processes
HLTWHS001	Participate in workplace health and safety	SISXIND009	Respond to interpersonal conflict
SISXFAC006	Maintain activity equipment	SISXPLD002	Deliver recreation sessions
SISXCCS004	Provide quality service	<b>TERM 7 ADD-ON UNITS OF COMPETENCY</b>	
SISXEMR003	Respond to emergency situations	SIRXWHS001	Work safely
* For students not enrolled in entry qualification SIS20122 Certificate II in Sport and Recreation - these will be issued as a separate Statement of Attainment (Subject Only Training)		HLTAID009	Provide cardiopulmonary resuscitation (Completed as part of Provide First Aid - HLTAID011)

Please note this 2025 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 RTO provides and those services carried out by the School as Third Party (i.e. the facilitation of training and assessment services). To access Binnacle's PDS, please visit: [www.binnacletraining.com.au/rto](http://www.binnacletraining.com.au/rto)

# SUBJECT NOTES and INFORMATION

# Success takes.....

