



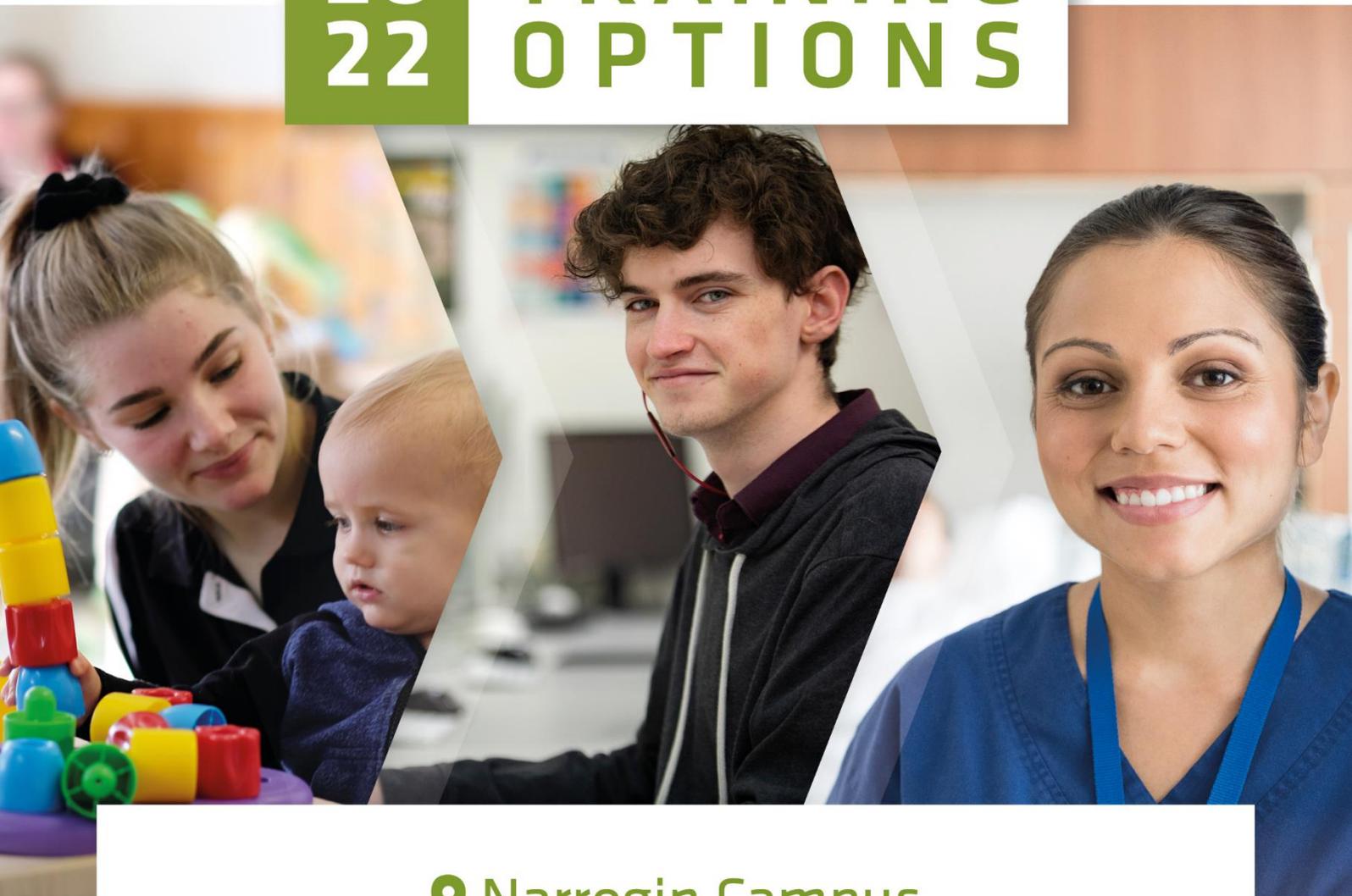
South
Regional



VET delivered to Secondary Students

20
22

TRAINING
OPTIONS



📍 Narrogin Campus

RTO Code 52790

southregionaltafe.wa.edu.au



Contents

Contents	2
Introduction	4
Narrogin Campus Offerings Overview	7
VET in Schools – Course Offerings	8
Certificate IV in Preparation for Health & Nursing Studies.....	9
Certificate III in Accounts Administration	10
Certificate II in Financial Services.....	11
Certificate II in Community Services (Childcare Focus).....	12
Certificate III in Education Support	13
Certificate III in Early Childhood Education & Care	14
Certificate III in Advanced Wool Handling.....	15
Require additional information?	16

We cover the South West and Great Southern



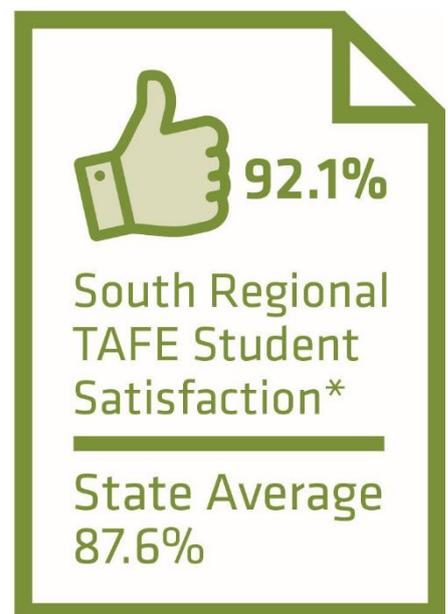
We provide the training to equip you with the skills you need to get the job you want

By engaging with industry, we can ensure we are meeting the high standards required for training and assessing. This means on completion of your course, you can be sure you'll have the right skills and knowledge to do the job you've trained for.

Our highly skilled lecturers have worked, or still work, in their industry and have specialised training and assessing skills.

To help you secure your dream job, you'll receive a nationally recognised qualification that will be welcomed by business and industry.

*2019 Student Satisfaction Survey by Department of Training and Workforce Development.





Introduction

General Information

The Vocational Education and Training delivered to Secondary Students (VETdSS) program provides senior secondary students with the opportunity to integrate their traditional academic studies with a vocational education study pathway.

Successful completion of a vocational qualification provides students with credits towards a nationally recognised VET qualification that will give a competitive advantage to gain employment in their chosen career or undertake further training. Students who are enrolled in a VETdSS course attend a South Regional TAFE campus one or two days per week, for various lengths of time.

This booklet provides information on the range of qualifications being offered at South Regional TAFE Bunbury campus under the VETdSS program for 2022.

South Regional TAFE offers a range of courses and pre-apprenticeships as part of our VETdSS programs.

Information covered in this booklet includes, minimum entry requirements, delivery details, costs and uniform requirements (if applicable).

The VETdSS program pathway offers opportunities to:

- ▶ Develop your work, employability and life skills, whilst broadening your career options.
- ▶ Gain a realistic view of industry expectations and to develop industry specific skills.
- ▶ Improve your future employment prospects, your chances of selection for other training courses and can offer pathways into higher education in the future.
- ▶ Study in an adult learning environment.
- ▶ Gain nationally recognised VET qualifications and units of competency while completing your Western Australian Certificate of Education.
- ▶ Gain an understanding of the world of work, providing you with practical skills and valuable experience to assist with planning and pursuing your career pathways.



Who can apply?

Applications will be accepted from students who can meet the following criteria:

- ▶ Currently enrolled at a secondary school and commencing Year 11 or 12 in 2022;
- ▶ Will pass or have passed Year 10 with a 'C' grade average or with Curriculum Framework Level 3.5 or better (the Year 10 mid-year report **MUST** be included for application purposes);
- ▶ Have completed and passed the online literacy and numeracy assessment (NAPLAN or OLNA);
- ▶ Student application has been endorsed by their school;
- ▶ Meet Australian citizenship and/or visa requirements;
- ▶ Have not previously completed a Nationally Recognised VET qualification under the VET delivered to Secondary Students program.

How to apply?

- ▶ Submit an application online via a link on the South Regional TAFE website – Southregionaltafe.wa.edu.au
- ▶ An applications booklet is located on the website for further information.
- ▶ Applications for 2022 programs, open on **Monday 26th July 2021**.
- ▶ Applications close on **Monday 16th August 2021**.
- ▶ Late applications and applications not submitted online (via email, post, phone call etc.) will not be accepted.

Competitive courses

Highly competitive courses will require an interview. Applicants must be available for an interview, dates to be advised.

Preparing for your interview

Be prepared for your interview, bring your resume, any certificate or achievements you may have to highlight why you wish to be selected for the course you have applied for. Extra experience in the chosen field will always help towards your application, e.g. Volunteering, any work experience and hobbies.

Fees and Charges

Secondary school students undertaking VETdSS programs as part of their secondary education including pre-apprenticeships in schools are exempt from tuition, resource and enrolment fees.

However, depending on the chosen course students may be required to purchase a uniform, protective equipment, text books or trade equipment/tools/licences.

Note: *Some sub-class visa holders will be required to pay full-fees.*



Key program details and responsibilities

- ▶ Students attend their chosen campus 1 or 2 days a week for the allocated length of their course.
- ▶ For some Pre-apprenticeship courses, after the designated delivery requirements one of the TAFE attendance days will become a work placement day. The student will attend a work placement to put learnings into practice and gain industry experience, enhance knowledge and refine skills.
- ▶ You will experience learning in an adult environment with students of all ages and backgrounds.
- ▶ There is an expectation that when attending classes, you will assume greater responsibility for your own care and safety, as a responsible young adult.
- ▶ All students enrolled at South Regional TAFE are expected to adhere to the student code of conduct. (a copy is located on our website)
- ▶ Whilst attending South Regional TAFE, you are under the supervision of the lecturer taking the class.
- ▶ You will not be supervised during break times.
- ▶ You are expected to remain within the College grounds unless you provide your lecturer with written notification from your parent/guardian or school.
- ▶ You are responsible for your own travel arrangements to your chosen campus and work placement (if applicable).
- ▶ You are required to attend all your classes including those that may occur on a designated school pupil free day.
- ▶ Attendance is recorded and all absences are reported to your school. You are required to notify your lecturer if you will not be attending.
- ▶ You are expected to dress appropriately whilst on campus. Some courses have uniform requirements which must be adhered to or you may not be able to attend on that day. When special or protective clothing and/or footwear is required, it must be worn without exception.

Narrogin Campus Offerings Overview

State ID	National ID	Qualification	Duration
Agriculture, Animals, Science and the Environment			
BDA2	AHC33116	Certificate III in Advanced Wool Handling	4 Terms
Health, Beauty and Fitness			
BCY91	52831WA	Certificate IV in Preparation for Health & Nursing	4 Terms
Business and Finance			
AWA4	FNS30317	Certificate III in Accounts Administration	4 Terms
** AVX4	FNS20115	Certificate II in Financial Services	4 Terms
Education and Community Services			
AWJ7	CHC22015	Certificate II in Community Services (Childcare focus)	4 Terms
J588	CHC30213	Certificate III in Education Support	6 Terms
J587	CHC30113	Certificate III in Early Childhood Education & Care	6 Terms

*** These courses are in transition and the scope may change.

Disclaimer

Programs are subject to minimum student enrolments and will only run if viable numbers are achieved. South Regional TAFE also reserves the right to alter delivery times and course content.

A woman with blonde hair tied back, wearing a white short-sleeved shirt with colorful polka dots and green pants, sits on a light-colored tiled floor. She is looking towards two children. To her right, a young girl with dark hair, wearing a yellow long-sleeved shirt and dark pants, sits cross-legged holding a pink stuffed animal. Next to her, a young boy with brown hair, wearing a red long-sleeved shirt and dark pants, sits cross-legged with his hands clasped. The background shows a bright, modern classroom with wooden chairs, tables, and colorful decorations. A large green banner is at the top of the page.

VET in Schools

Course Offerings



Certificate IV in Preparation for Health & Nursing Studies

National ID: 52831WA **State ID: BCY91**

Interested in a career of caring and lifesaving opportunities. On successful completion of this course students will have the opportunity to either further their studies in enrolled or registered nursing. This course will give you a sound knowledge about the human body and health, as well as the study skills to support your further learning. You will learn about anatomy, physiology, medical terminology, applied mathematics, physics, chemistry and study skills. Students will also develop an understanding on how microbiology is related to health care and the use of effective academic skills, including word-processed presentation of work.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 10
- ▶ Available to: Year 11 and 12

Delivery Period

Day	Location	Duration
Wednesday	Narrogin	4 Terms

Commitment

- ▶ Full participation in training activities
- ▶ Up to 4 hours per week additional study/homework

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Pens, pencils and A4 file
- ▶ Calculator
- ▶ Textbooks
 - Nursing Calculations
 - Illustrated Guide to Medical Terminology 2nd Ed
 - BSBITU303 Design and produce text documents (Word 2016)
 - The Essential guide to study and research

Further study options

- ▶ Diploma of Nursing
- ▶ Certificate III in Allied Health



Certificate III in Accounts Administration

National ID: FNS30317 State ID: AWA4

If you have an eye for figures, can think on your feet, and enjoy working with others, then this is an excellent qualification to launch you towards a highly successful and rewarding career.

This course is ideal if you are comfortable working with numbers and financial concepts or have good problem solving and analytical skills. It will introduce you to basic accounting skills and terminology and prepares you for a role as an accounts clerk.

You will learn how to complete clerical tasks such as recording and creating summaries of an organisations' financial transactions, processing journal entries, completing payroll and bank receipts and preparing, processing and maintaining financial records.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 5
- ▶ Available to: Year 11 and 12

Delivery Period

Day	Location	Duration
To be negotiated with school	Narrogin	4 Terms

Commitment

- ▶ Full participation in training activities
- ▶ Up to 2 hours per week additional study/homework

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Textbooks (approx. \$300.00 – students will need to purchase their own text books online)
- ▶ Pens, pencils and A4 file

Further study options

- ▶ Certificate IV in Accounting and Bookkeeping



Certificate II in Financial Services

National ID: FNS20115 State ID: AVX4

Good with numbers and enjoy a challenge, this entry level qualification opens doors to a wide range of careers in the financial sector from financial planning, mortgage broking, bookkeeping and accounting.

Throughout this course students will learn about taxation, superannuation, develop budgets and begin to gain an understanding of debt and consumer credit along with applying health and safety in the work place.

Students will meet the literacy and basic financial skills needed of candidates wishing to build potential career pathways into the financial sector and provides an opportunity to gain employment as an accounts assistant, junior clerk or customer service assistant.

Recommended background

- ▶ Minimum Year 10 completion with a C grade average across three subjects including Maths and English.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 10
- ▶ Available to: Year 11 and 12

Delivery Period

Day	Location	Duration
To be negotiated with school	Narrogin	4 Terms

Commitment

- ▶ Full participation in training activities
- ▶ Up to 2 hours per week additional study/homework

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Text books (approx. \$200.00 – students will need to purchase their own text books online)
- ▶ Pens, pencils and A4 file

Further study options

- ▶ Certificate III in Business
- ▶ Certificate III in Business Administration
- ▶ Certificate III in Accounts Administration



Certificate II in Community Services (Childcare Focus)

National ID: CHC22015 State ID: AWJ7

Imagine being able to make a difference to people’s lives every day you work. Begin your journey towards a rewarding career in Community Services with this introductory program.

This qualification will provide students with the practical skills and knowledge to participate in community organisations that seek to encourage and assist community groups to identify their needs, and plan and develop appropriate services and facilities to meet those needs.

Students will also develop skills in communication, information provision and processing, administration support, networking and group support.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 10
- ▶ Available to: Year 11 and 12

Delivery Period

Day	Location	Duration
To be negotiated with school	Narrogin	4 Terms

Work placement

Minimum Hours	Days allocated for work placement
100	To be negotiated with school

Commitment

- ▶ Full participation in training activities
- ▶ Up to two hours of homework/study per week
- ▶ A minimum of 100 hours of work placement (travel may be required)

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Pens, paper, files, USB
- ▶ Text Book: “The Big Picture” by Karen Kearns Edition 3 (Approx \$77.95)

Further study options

- ▶ Certificate III in Community Services Work
- ▶ Certificate III in Early Childhood Education and Care
- ▶ Certificate III in Education Support



Certificate III in Education Support

National ID: CHC30213 State ID: J588

If you are interested in helping grow the next generation, this qualification will provide you with the practical skills and knowledge to assist the teaching staff in schools and provide care and supervision for children from kindergarten to Year 10. You will learn how to implement planned education programs, assist students in their learning and development, contribute to the safety and health of students and support students with additional needs.

You will also learn how to work with children and young people at risk of harm, work effectively with culturally diverse students, families and co-workers and gain an introductory knowledge into working with children with special needs. This qualification includes a supervised work placement where you will be able to apply the skills and knowledge you have learned.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 5
- ▶ Available to: Year 11 ONLY

Delivery period

Day	Location	Duration
To be negotiated with school	Narrogin	18 Mths – 6 Terms

Work placement

Minimum Hours	Days allocated for work placement
100	To be negotiated with school

Commitment

- ▶ Full participation in training activities
- ▶ Up to 2 hours per week additional study/homework
- ▶ A minimum of 100 hours of work placement (travel may be required)

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Uniform for placement
- ▶ Text books – Supporting Education 3rd Edition – Karen Kearns
- ▶ Pens, pencils, A4 file and computer access

Further study options

- ▶ Certificate IV in Education Support



Certificate III in Early Childhood Education & Care

National ID: CHC30113 State ID: J587

If you have a genuine interest and passion for the care and education of children up to the age of five then this expanding industry is for you. During this course, students will gain the knowledge and skills to work effectively as an educator, understanding children’s learning, providing learning support and identifying and responding to children at risk. You’ll also learn how to interact and foster the development of children while working within legal requirements and ensuring the children’s health and safety are not at risk. Our qualification will ensure you meet the high standards of education and care of children the industry demands.

As part of this course you’ll undertake a supervised work placement where you get to use the skills and knowledge you’ve learned. You will work closely with children from different backgrounds and cultures and provide care and support for them in various child care situations.

This qualification is designed to provide a range of practical skills, technical training and communication skills for a career in early child education and care, including roles such as:

- ▶ Early Childhood Educator
- ▶ Playgroup Supervisor
- ▶ Recreation Assistant
- ▶ Nanny
- ▶ Family Day Care Educator

Competitive entry

Interviews will be conducted for students meeting minimum requirements for entry to this course.

- ▶ Available places: 8
- ▶ Available to: Year 11 ONLY

Delivery period

Day	Location	Duration
To be negotiated with school	Narrogin	18 Mths – 6 Terms

Work placement

Minimum Hours	Days allocated for work placement
120	To be negotiated with school

Commitment

- ▶ Up to 2 hours per week additional study/homework
- ▶ A minimum of 120 hours of work placement (travel may be required)

Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Text books by Author: Karen Kearns – Publisher: Cengage Learning–Yr 2021:
 - Birth to Big School (5th Ed)
 - The Big Picture (4th Ed)
- ▶ Uniform for work placement
- ▶ Pens, pencils, A4 file, USB and computer access



Certificate III in Advanced Wool Handling

National ID: AHC33116 State ID: BDA2

Develop the skills to help you get ahead in the industry. On completion of this course you will have the skills and knowledge to handle wool and work in a shearing shed including penning sheep, performing board duties, pressing wool and preparing sheep for shearing and crutching. Students will also learn about first aid, effective communication, responding to emergencies and safety in the workplace.

On successful completion of the course students have the opportunity to become a shearing shed hand, wool handler and agricultural assistant.

Competitive entry

This is a competitive course and will require an interview.

- ▶ Available places: 15
- ▶ Available to: Year 11 and 12

Delivery Period

Day	Location	Duration
Blocks to be co-ordinated with the school.	Narrogin	4 Terms

Commitment

- ▶ Full participation in training activities
- ▶ Up to 1 hours per week additional study/homework.

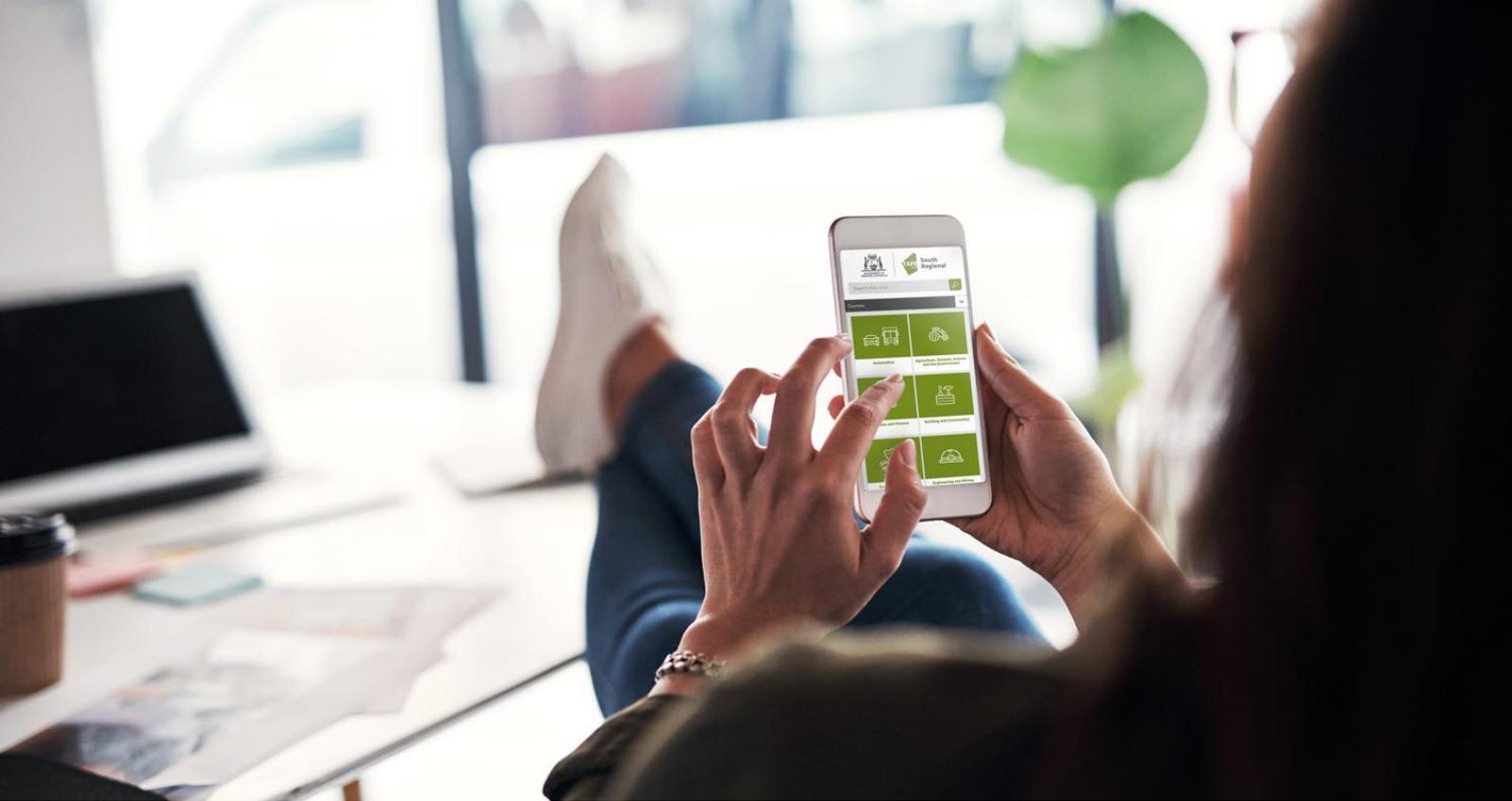
Student to supply

(Guide only) Specific course requirements will be provided at enrolment.

- ▶ Sturdy boots
- ▶ Long sleeve cotton work shirt and long cotton work pants
- ▶ Pens, pencils & A4 file

Further study options

- ▶ Certificate IV in Wool Classing



Require additional information?

Come in to the South Regional TAFE Narrogin Campus

Address: 59 Fortune Street, Narrogin WA 6312

Phone: 6371 3950 or Freecall 1800 621 445

Email: narrogin@srtafe.wa.edu.au

Contacts

Course Information Team

Phone: 6731 3870

Email: CourseAdvice@srtafe.wa.edu.au

VETdSS Applications

Email: VETdSS.Applications@srtafe.wa.edu.au

Careers advice

South West Jobs and Skills Centre

Phone: 13 64 64

Email: bunburyjisc@srtafe.wa.edu.au

Website: jobsandskills.wa.gov.au

Visit the Website

southregionaltafe.wa.edu.au