



**This Program Disclosure Statement (PDS) sets out the training products Binnacle Training as Registered Training Organisation (RTO) provides; and the services provided by the 'Partner School (Third Party)' on behalf of Binnacle Training (as RTO).**

## REGISTERED TRAINING ORGANISATION (RTO)

1. Binnacle Training (RTO Code: 31319)

## QUALIFICATIONS AND SHORT COURSES

2. Qualifications (Code and Title).  
BSB30120 – Certificate III in Business  
BSB30115 – Certificate III in Business  
SIT20116 – Certificate II in Tourism  
BSB20120 – Certificate II in Workplace Skills  
BSB20115 – Certificate II in Business  
SIS30315 – Certificate III in Fitness  
SIS30115 – Certificate III in Sport and Recreation  
SIS20115 – Certificate II in Sport and Recreation
3. Short Courses. For a full list of those First Aid Courses and other short courses offered\* by Binnacle Training, visit:  
[www.binnacletraining.com.au](http://www.binnacletraining.com.au)  
\* Not as a full qualification

## BINNACLE TRAINING THIRD PARTY ARRANGEMENT WITH SCHOOLS

4. Registered Training Organisations (RTOs) often work with other organisations (third parties) to deliver a range of services, including providing marketing, undertaking recruitment, using facilities and resources, and training and/or assessment of vocational education and training (VET) courses.  
  
Binnacle Training as the RTO engages individual secondary schools **under a third party arrangement** to provide physical and human resources and deliver training and conduct assessment - **on behalf of, and in the name of**, Binnacle Training as RTO.
5. Responsibility of Binnacle Training. As the RTO, Binnacle Training is wholly responsible for all services provided on its behalf by the Partner School (as third party). Binnacle Training is responsible for enrolment into the VET course, the outcomes of the training and assessment, and the issuing of the testamur to the student. Binnacle Training must have the VET course on its scope of registration at all times.
6. Responsibility of Partner School (as third party). The *partner school* is responsible for:
  - 6.1. The delivery of training and assessment services on behalf of, and in the name of, Binnacle Training as the RTO. This includes provision of support services for students enrolled in the Binnacle program requiring language, literacy and numeracy (LLN) assistance.
  - 6.2. The provision of adequate physical (equipment and facilities) and human resources – verified by Binnacle Training – to meet the requirements of each *program*

## STUDENT ENROLMENT

7. Enrolment of a student into a Binnacle program is bound by the *partner school* having a current Third Party Agreement in place with Binnacle Training [including confirmation that all human and physical resource requirements specific to the *training product(s)* is in place].
8. Enrolment into a Binnacle Training program can only occur once these requirements have been met.

## TRAINING PACKAGE CHANGES

9. From time-to-time, due to changing industry/training and education requirements, national Training Packages (which nationally recognised qualifications and units of competency fit within) undergo changes which result in new qualifications and units of competency taking place of those they supersede.  
  
If any qualification becomes superseded either before enrolment, or while student is undertaking the qualification, Binnacle Training will ensure all students are transitioned to the new replacement qualification **within 12 months** of this change showing on the national register ([www.training.gov.au](http://www.training.gov.au)).

## DEFINITIONS AND INTERPRETATIONS

10. In this Program Disclosure Statement:  
**RTO** means a training organisation that has authorisation to train and assess nationally recognised qualifications consistent with its scope of registration.  
**Partner School (as third party)** means the secondary school/college providing physical and human resources to deliver training and conduct assessment **on behalf of, and in the name of**, Binnacle Training as the external RTO. In some cases, the school may also be an RTO that provides other training products consistent with its scope of registration and separate to this third party arrangement entered into by Binnacle Training.  
**Training Product** means any qualification, unit of competency or group of competencies packaged as a Binnacle program.  
**Program** means the course(s) or qualification(s) in its entirety being delivered on behalf and in the name of Binnacle Training.