Binnacle Training
RTO CODE 31319

ABSTRACT

This document contains important information for Binnacle Training students about:

- The program outline and inclusions
- The entry qualification: SIS20321 Certificate II in Sport Coaching
- The assessment completion process
- Career pathways
- Binnacle Training Third-Party Arrangements
- Student enrolment

STUDENT INFORMATION

SIS30521 Certificate III in Sport Coaching + *SIS20321* Certificate II in Sport Coaching

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1. Program Inclusions

This program is offered as a senior school subject and incorporates the nationally recognised qualification: **SIS30521 Certificate III in Sport Coaching (with entry qualification: SIS20321 Certificate II in Sport Coaching – see below).** This course has been scheduled across two years (packaged into 7 Terms).

This qualification reflects the role of individuals who apply the skills and knowledge to coach participants up to an intermediate level in a specific sport. This course includes:

- The industry-recognised First Aid Certificate – HLTAID011 Provide First Aid
- Developing sport, fitness and recreation industry knowledge
- Following health and safety standards in the workplace
- Responding to emergency situations
- Developing and updating knowledge of coaching practices
- Meet participant coaching needs for specific populations
- Conducting sport coaching sessions up to an intermediate level in a specific sport
- Delivering community coaching programs
- Providing quality customer service
- Conducting risk assessments for sport and fitness activities
- Participate in conditioning for sport
- Developing skills and knowledge in exercise science, including anatomy and physiology

1.1. Entry Qualification – SIS20321 Certificate II in Sport Coaching

Students will undertake the entry qualification: **SIS20321 Certificate II in Sport Coaching** across Terms 1-4. Four units of competency in the Certificate II in Sport Coaching (SIS20321) overlap with the Certificate III in Sport Coaching (SIS30521). The remaining three units in SIS20321 are strongly aligned with respective units in SIS30521.

Qualification	Terms of Training/Assessment	
	Terms 1-4	**Terms 5-7**
SIS30521 Certificate III in Sport Coaching	Total 10 units: • Terms 1-4: 6 units scheduled for completion • Terms 5-7: 4 units scheduled for completion	
SIS20321 Certificate II in Sport Coaching	Total 7 units: • 3 overlapping with SIS30521 • 4 remaining units which cluster and/or align with similar units in SIS30521.	

2. Program Outline

The program involves developing the skills and knowledge to coach participants up to an intermediate level in a specific sport, and will take place in a range of settings, including the classroom, outdoors and the sport and fitness facilities at the school.

Students work alongside a qualified Trainer (teacher) and other fitness/sport coaches to deliver community-based sport coaching programs to clients (students, teachers, staff) within the school community.

Assessment activities include practical and knowledge tasks throughout the program. Knowledge tasks generally take the form of short answer quizzes and research tasks that are completed online. Many of the practical tasks will also involve completing an industry document (e.g. Session Plan).

3. Completing Assessments

All assessment resources are online (practical components are completed in a Sport, Fitness and Recreation (SFR) environment e.g. the school oval) and each term has a specific number of assessment tasks.

Assessment completion will be regularly reviewed by the trainer and assessor and if incomplete or not yet satisfactory, it may be necessary to finalise the assessment outside of class time (e.g. during exam block) before the next school term commences.

Completed assessment and associated documentation will be stored online in the Binnacle Lounge for the trainer and assessor to mark ('Satisfactory' or 'Not Yet Satisfactory').

Students will need to provide/have access to a computer, laptop or tablet device with an internet connection.

1. Students complete the assessment each term:	• Knowledge assessments completed online in your Binnacle Lounge. • Demonstrate required skills in practical tasks. • Access to training resources to assist with assessment are provided in the respective assessment tab.
2. Assessor marks your assessment:	• Some knowledge assessment items are 'auto-marked' by the Binnacle Lounge learning platform. • The assessor will mark your other assessment items (e.g. project, practical and case study). • The sign-off page in each term is where feedback is provided and the outcome of each assessment item recorded.

4.1. Student Misconduct with Online Assessment and Disciplinary Procedures

Some assessment question types allow for students to submit evidence that may be the same or similar to that of another person or source (e.g. a group session plan for a project upload or a response to a knowledge question copied from a website or a presentation). Outside of these occasions, Binnacle Training must ensure the evidence contributing to a unit of competency is authentic (i.e. able to be proved as their own work).

Cheating or copying/plagiarising material from another person or resource is strictly prohibited. The below statement is included in the sign-off for each Term:
I, the Candidate:

- Confirm the authenticity of the work submitted as my own, unless otherwise authorised by the assessment conditions.

In addition to an assessor checking for copying and/or plagiarised material, Binnacle Training as the Registered Training Organisation undertakes regular reviews of student assessment evidence.

As outlined in our Participant Handbook (Section 8 - Student Misconduct & Disciplinary Procedures), **Binnacle Training will not tolerate misconduct under any circumstance and a student may be asked to leave the program with no refund for misconduct such as cheating or plagiarising material.**

4. Units of Competency in this Program

The following table illustrates when units of competency are scheduled for finalisation and their predominant mode of delivery. Training <u>commences</u> in Term 1 across all units.

UNIT CODE	UNIT TITLE	SIS20321 Certificate II in Sport Coaching	SIS30521 Certificate III in Sport Coaching	Scheduled for Finalisation	Training & Assessment Arrangements (Predominant Mode of Delivery)
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Imported Elective	N/A	Term 2	Classroom/Field-based Delivery – Teacher as Trainer & Assessor.
BSBPEF301	Organise personal work priorities	Imported Elective	N/A	Term 2	
SIRXWHS001	Work safely	Core	N/A	Term 2	
HLTWHS001	Participate in workplace health and safety	N/A	Core	Term 3	
BSBSUS211	Participate in sustainable work practices	N/A	Imported Elective	Term 3	
SISXEMR001	Respond to emergency situations	Listed Elective - Group B	Listed Elective - Group E	Term 3	
SISSPAR009	Participate in conditioning for sport	N/A	Imported Elective	Term 3	
SISSSCO001	Conduct sport coaching sessions with foundation level participants	Listed Elective - Group A	N/A	Term 4	
SISSSCO002	Work in a community coaching role	Core	Core	Term 4	
HLTAID011	Provide First Aid	Core	Core	Term 4	
BSBOPS403	Apply business risk management processes	N/A	Core	Term 5	
SISSSCO005	Continuously improve coaching skills and knowledge	N/A	Core	Term 6	
SISSSCO003	Meet participant coaching needs	N/A	Core	Term 6	
SISSSCO012	Coach sport participants up to an intermediate level	N/A	Listed Elective - Group A	Term 7	

5. Career Pathways

Graduates of SIS30521 Certificate III in Sport Coaching explore a Certificate IV in Sport Coaching (SIS40321) or Diploma in Sport Pathway pathway with another training provider. Binnacle Training will provide training pathway opportunities for consideration as students are approaching course completion. See Figure 2 below.
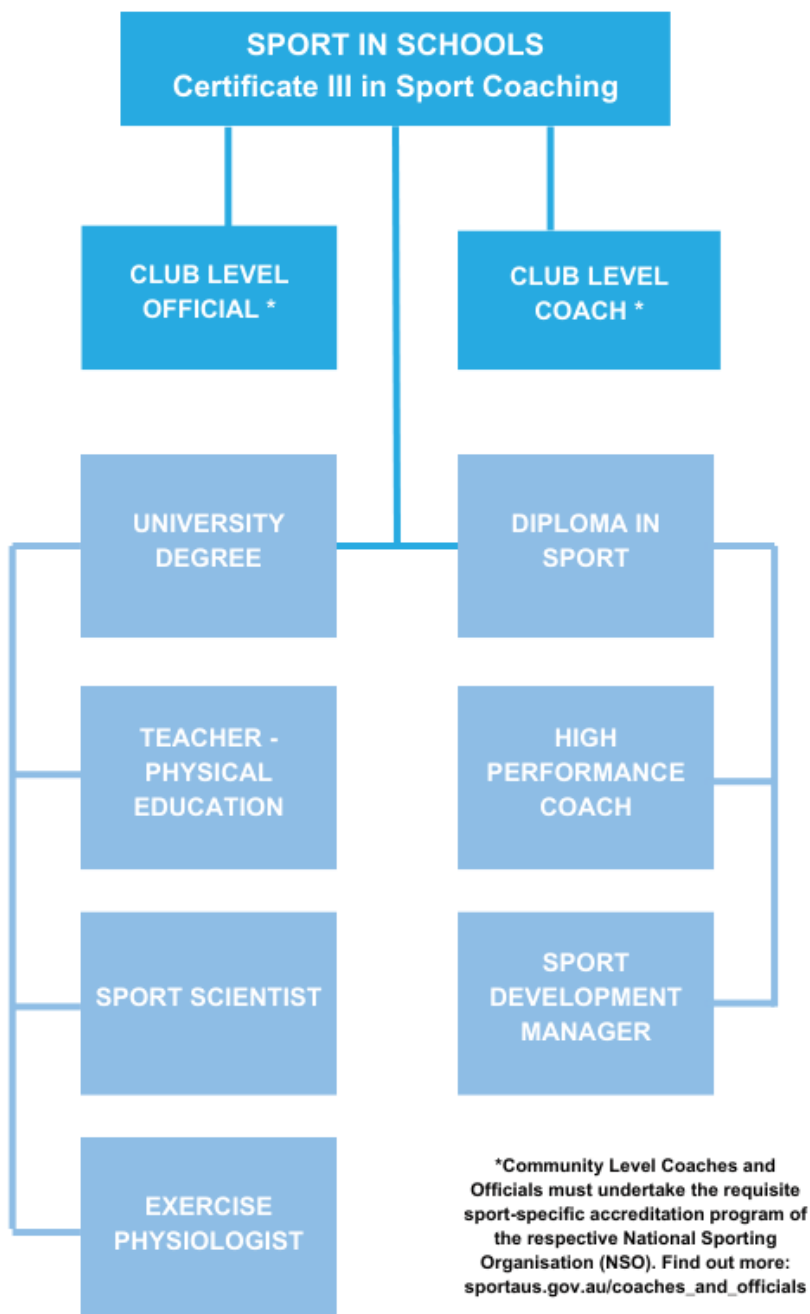

Figure 2. Training and Employment Pathways from SIS30521 Certificate III in Sport Coaching

6. Binnacle Training Third-Party Arrangements

As the RTO, Binnacle Training engages individual secondary schools under a third-party arrangement to provide physical and human resources to deliver training and conduct assessment.

Binnacle Training Responsibilities: Enrolling students into the VET course, training and assessment outcomes, issuing certificates and testamurs, and ensuring that the VET course is on its scope of registration at all times.

School Responsibilities (as the third party): The provision of adequate physical (equipment and facilities) and human resources (program deliverer i.e. qualified trainer and assessor), and facilitating training and assessment services on behalf of Binnacle Training including the provision of student support services such as language, literacy and numeracy (LLN) assistance.

7. Student Enrolment

Student enrolment into the program requires the school to have a current third-party agreement in place (enrolment is unable to be finalised until this requirement has been met).

8. Language, Literacy and Numeracy Skills

A Language, Literacy and Numeracy (LLN) screening process is undertaken within the Pre-Enrolment Pack to ensure that students have the capacity to effectively engage with the content and to identify support measures as required. The following examples provide a snapshot of the reading, writing, numeracy and verbal communication skills that would be expected in order to satisfy competency requirements:

Reading	- Read and understand workplace health and safety policies and procedures. - Interpret safety signs, dangerous goods classifications and safety instructions. - Comprehend documents and texts of varying complexity. - Interpret participant information to identify individual participant needs. - Read and comprehend the workplace policies and procedures manual. - Interpret strength and conditioning training and techniques information. - Interpret sport-specific session plans.
Writing	- Use specific, industry related terminology and logical organisational structure in workplace documents that identify and analyse risk and report management process outcomes. - Complete risk management documents using industry-related terminology. - Record attendance. - Document modifications to session plans in required detail and format.
Verbal Communication	- Use active listening and questioning to seek and receive feedback. - Discuss risk management issues with relevant stakeholders. - Ask questions and actively listen to clarify health and safety information and instructions. - Use age-appropriate language to engage participants up to an intermediate level. - Give sport-specific instructions to participants up to an intermediate level. - Ask open and closed questions and actively listen to determine and meet the needs of participants up to an intermediate level. - Interact respectfully with diverse population groups.
Numeracy	- Use numerical tools to assess risk and use numerical data to review plans. - Interpret numerical information to allocate timeframes to work tasks.

	● Estimate time and space requirements for sport-specific session activities.
	● Calculate basic metric measurements to determine resource usage.

9. Definitions and Interpretations

Program. The course(s) or qualifications(s) in its entirety.

Registered Training Organisation (RTO). A training organisation that has authorisation to train and assess nationally recognised qualifications on its scope of registration.

School (third party). The secondary school/college that is providing the physical and human resources to deliver training and conduct assessment on behalf of, and in the name of, Binnacle Training as the external RTO.

Training Product. Any qualification, unit of competency, or group of competencies packaged together as a Binnacle Program.

For further information please access the [Program Disclosure Statement](#) in full.