Binnacle Training
RTO CODE 31319

STUDENT INFORMATION

SIS30122 Certificate III in Sport, Aquatics and Recreation
+ *optional* SIS20122 Certificate II in Sport and Recreation

ABSTRACT

This document contains important information for Binnacle Training students about:

- The program outline and inclusions
- The optional entry qualification: SIS20122 Certificate II in Sport and Recreation, including benefits
- The assessment completion process
- Career pathways
- Binnacle Training Third-Party Arrangements
- Student enrolment

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1. Program Inclusions

This program is offered as a senior school subject and incorporates the nationally recognised qualification: **SIS30122 Certificate III in Sport, Aquatics and Recreation (with <u>optional</u> entry qualification: SIS20122 Certificate II in Sport and Recreation – see below).** This course has been scheduled across two years (packaged into 6.5 Terms, plus an optional '4 Week Add-On' in Term 7).

The course covers the skills and knowledge required for entering the Sport, Fitness and Recreation industry as a Sport and Recreation Officer or a Community Level Official or Coach. Topics include:

- 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 and officiating practices
- Delivering community sport, fitness and recreation programs
- Providing quality customer service
- Conducting risk assessments for sport and fitness activities
- Coaching individuals and teams
- Planning and conducting programs
- Organising schedules
- Facilitating groups
- Conducting warm-up and cool-down programs

1.1. Optional Entry Qualification – SIS20122 Certificate II in Sport and Recreation

Students are provided the opportunity to undertake the <u>optional</u> entry qualification: **SIS20122 Certificate II in Sport and Recreation -** at no additional cost - across Terms 1-4. Seven units of competency in the Certificate II in Sport and Recreation (SIS20122) overlap with the Certificate III in Sport, Aquatics and Recreation (SIS30122). The remaining three units in SIS20122 are strongly aligned with respective units in SIS30122.

Qualification	Terms of Training/Assessment	
	Terms 1-4	**Terms 5-7**
SIS30122 Certificate III in Sport, Aquatics and Recreation	Total 15 units: • <u>Terms 1-4</u>: 8 units scheduled for completion • <u>Terms 5-7</u>: 7 units scheduled for completion • Optional '4 Week Add-On' in Term 7 = 4 additional units	
Optional SIS20122 Certificate II in Sport and Recreation **No additional training required**	Total 10 units: • 7 overlapping with SIS30122	

	● 3 remaining units which cluster and/or align with similar units in SIS30122. *Students not enrolled in SIS20122 who meet all assessment requirements of Terms 1-4 will be issued a separate Statement of Attainment with these 3 units (Subject Only Training). Refer to Section 4: Units of Competency in this Program.*	

As illustrated in Figure 1 below, Binnacle Training will confirm each student's enrolment in the optional SIS20122 Certificate II in Sport and Recreation entry qualification with the School VET Manager.
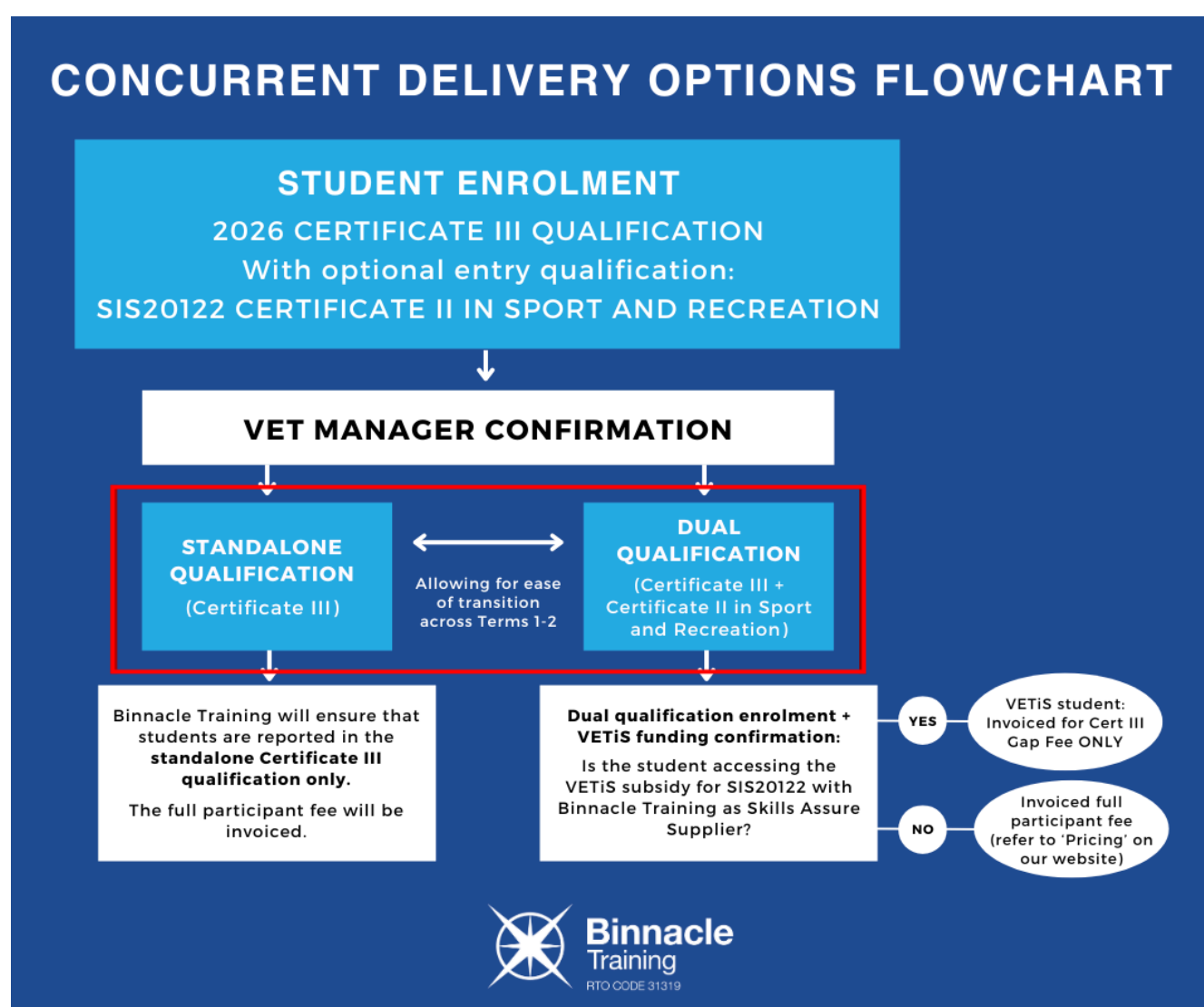
Figure 1. Concurrent Delivery Options – 2026 Certificate III in Sport, Aquatics and Recreation

1.2. Benefits of undertaking the optional entry qualification – SIS20122 Certificate II in Sport and Recreation

There are numerous benefits to also undertaking the optional entry qualification including:

- **An additional qualification.** The SIS20122 Certificate II in Sport and Recreation qualification is finalised upon completion of Terms 1-4 - providing a Term 4 exit point (a completed Certificate II qualification = **4 credits**, QCE category – **core**).

- **No additional training is required.** Out of the total 10 units comprising SIS20122, 7 units overlap with SIS30122 while the other 3 units cluster and/or strongly align with similar units in SIS30122.

- **Enhanced QCE credits outcome.** The dual qualification (SIS20122 + SIS30122) derives a maximum 7 QCE credits (4 + 3), while the standalone qualification (SIS30122 only) derives a maximum 6 QCE credits.
  Note: both the dual and standalone options incorporate a 'Term 7 Part 2 add-on' providing students the opportunity to achieve the maximum 8 QCE credits from the same training package.

- **Earlier employment opportunities.** The Certificate II in Sport and Recreation has tangible, paid employment opportunities such as an activity assistant, junior coach or junior official (e.g. referee).

- **Queensland students only: Access to Vocational Education and Training in Schools (VETiS) Initiative, funded by the Queensland Government.** Binnacle Training is approved as a Skills Asure Supplier (SAS) for the VETiS funded qualification: SIS20122 Certificate II in Sport and Recreation. For eligible students who choose to access their VETiS funding for the Certificate II in Sport and Recreation, Binnacle Training will waive ALL participant fees pertaining to the Certificate II qualification, as invoiced to the school. For more information visit binnacletraining.com.au/for-schools/vetis-funded-qld.

However, **for Queensland students who may also be undertaking QCAA's Applied Sport & Recreation (separate senior subject at their school)**: these select students may be most suited to not undertaking the optional entry qualification, depending on their desired QCE credits from their combination of senior subjects. This is due to the duplication of learning - deemed by the Queensland Curriculum and Assessment Authority - specific to the entry qualification: SIS20122 Certificate II in Sport and Recreation (reference: QCE Handbook, Clause 2.3.1 Applied subjects and Certificate II VET qualifications with duplication of learning). If this may apply to you, please discuss with your School VET Manager prior to your official enrolment (Binnacle can ensure no enrolment in SIS20122).

2. Program Outline

The program involves developing the entry level skills and knowledge required of an employee in the Sport, Fitness and Recreation (SFR) industry. This learning involves practical experience as an 'Activity Assistant' and 'Community Official/Coach' and will take place in a range of settings, including the classroom, outdoors and the SFR facilities at the school.

Students work alongside a qualified SFR Trainer (teacher) and other fitness/sport coaches to deliver community-based SFR activities and programs to students 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 gym) 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.

3.1 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 (online vs classroom/field-based). Training commences in Term 1 across all units.

UNIT CODE	UNIT TITLE	SIS20122 Certificate II in Sport and Recreation (Optional entry qualification)	SIS30122 Certificate III in Sport, Aquatics and Recreation	Scheduled for Finalisation	Training & Assessment Arrangements (Predominant Mode of Delivery)
BSBPEF301	Organise personal work priorities	Listed Elective	Listed Elective	Term 2	Online Delivery (Introduction to the SFR Industry).
SISSPAR009	Participate in conditioning for sport	Imported Elective	Listed Elective	Term 2	
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Core	Core	Term 2	
BSBSUS211	Participate in sustainable work practices	Listed Elective	N/A - Students not enrolled in SIS20122 who meet all assessment requirements of Terms 1-4 will have these units recorded as additional units on their Statement of Attainment. All 3 units cluster and/or align with similar units in SIS30122 listed below.	Term 2	
BSBPEF202	Plan and apply time management	Imported Elective		Term 2	
SISOFLD001	Assist in conducting recreation sessions	Core		Term 4	Classroom/Field-based Delivery – Teacher as Trainer & Assessor.
HLTWHS001	Participate in workplace health and safety	Core	Core	Term 4	
SISXCCS004	Provide quality service	Core	Core	Term 4	
SISXFAC006	Maintain activity equipment	Core	Core	Term 4	
SISXEMR003	Respond to emergency situations	Core	Core	Term 4	
HLTAID011	Provide First Aid	(Optional Additional)	Listed Elective	Term 4	
HLTAID009	Provide cardiopulmonary resuscitation	(Optional Additional)	Listed Elective	Term 4	
BSBWHS308	Participate in WHS hazard identification, risk assessment and risk control processes		Core	Term 5	
SISSSCO001	Conduct sport coaching sessions with foundation level participants		Listed Elective	Term 6	
BSBPEF302	Develop self-awareness		Imported Elective	Term 6	

SISXPLD002	Deliver recreation sessions		Listed Elective	Term 6
BSBTWK201	Work effectively with others		Imported Elective	Term 7
SISXPLD004	Facilitate groups		Listed Elective	Term 7
OPTIONAL '4 WEEK ADD-ON' IN TERM 7				
SISXIND009	Respond to interpersonal conflict		Term 7 Part 2 Add-on	Term 7
HLTAID010	Provide basic emergency life support		Term 7 Part 2 Add-on	Term 7
SIRXWHS001	Work safely		Term 7 Part 2 Add-on	Term 7
BSBOPS304	Deliver and monitor a service to customers		Term 7 Part 2 Add-on	Term 7
NOTE: The optional '4 Week Add-On' in Term 7 contains four units of competency (as new learning). HLTAID010 is nested within the nationally recognised First Aid unit of competency (HLTAID011 Provide First Aid). These four units will be reported to the qualification: SIS30321 Certificate III in Fitness (partial completion only) to be eligible for an additional 2 QCE credits (with a maximum of 8 QCE credits from the same training package contributing to a QCE). Please contact Binnacle Training if you wish to explore further options.				

5. Career Pathways

Graduates of SIS30122 Certificate III in Sport, Aquatics and Recreation may explore further tertiary pathways such as a Diploma of Sport (SIS50321) or Certificate IV in Fitness (SIS40221) with another training provider. Binnacle Training will provide training pathway opportunities for consideration as students are approaching course completion. See Figure 2 below.
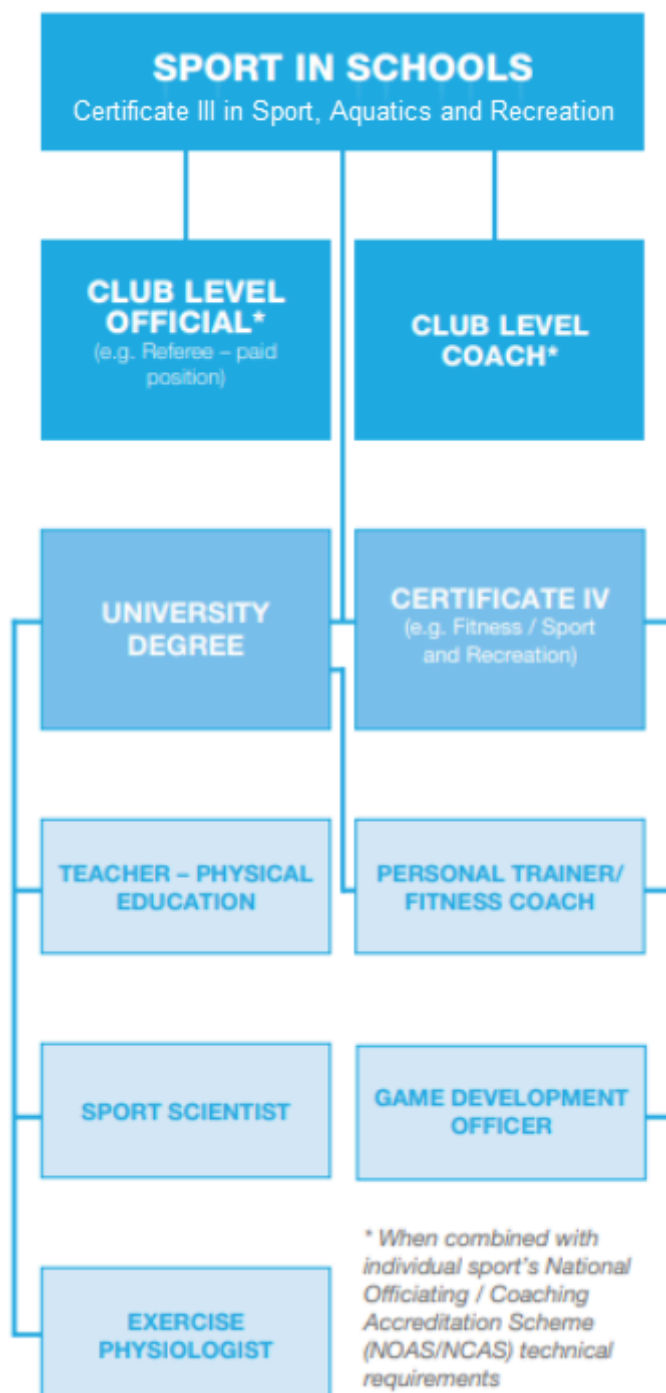
Figure 2. Training and Employment Pathways from SIS30122 Certificate III in Sport, Aquatics and Recreation

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, numeracy and digital literacy (LLND) 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. LLLND Skills

A Language, Literacy, Numeracy and Digital Literacy (LLND) 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. - Interpret written requests and complaints from clients. - Interpret complaint handling procedures and standards of service. - Read and comprehend the workplace policies and procedures manual. - Interpret WHS legislation and workplace policies, procedures and records. - Interpret manufacturer guidelines to set up, dismantle, maintain and repair equipment. - Interpret, sometimes complex, program budget information.
Writing	- Complete incident reports and client feedback records. - Summarise and record client/participant information in portfolios and files. - Complete risk management documents using industry-related terminology. - Use appropriate and contextual language in WHS plans, reports and general advice. - Use appropriate structure and specialised language when developing social media content. - Create written session plans and complete performance records. - Prepare written reports and personal development plans.
Verbal Communication	- Discuss own progress with a supervisor. - Discuss risk management issues with relevant stakeholders. - Use active listening and questioning to clarify and confirm understanding of WHS documentation. - Provide clear and unambiguous information to participants using language and terms easily understood.

	• Participate effectively in spoken interactions when clarifying workplace schedules.
Numeracy	• Use a numerical risk assessment matrix to determine risk level. • Interpret numerical information to allocate timeframes to work tasks. • Monitor and adjust session plan timings to meet requirements of session duration. • Make time estimations and check logistics when scheduling appointments.

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.