



# TRAINING AND ASSESSMENT STRATEGY

Name of RTO	Binnacle Training College Pty Ltd			
RTO Number	31319			
Training Program	2026 Certificate III in Fitness + Certificate II Sport Coaching (7 Terms)			
Program Details	SIS30321 Certificate III in Fitness + SIS20321 Certificate II in Sport Coaching (Dual Qualification)			
Training Package	Code	SIS	Title	
	<b>PACKAGING RULES:</b>  <b>SIS30321 CERTIFICATE III IN FITNESS</b> <u>15 units</u> must be completed, as follows: <ul style="list-style-type: none"><li>• 11 core units</li><li>• 4 elective units, consisting of:<ul style="list-style-type: none"><li>▪ 2 units from the listed elective units</li><li>▪ 2 units from the listed elective units, elsewhere in the SIS Training Package, or from any other current training package or accredited course.</li></ul></li></ul> <b>SIS20321 CERTIFICATE II IN SPORT COACHING</b> <u>7 units</u> must be completed, as follows: <ul style="list-style-type: none"><li>• 3 core units</li><li>• 4 elective units, consisting of:<ul style="list-style-type: none"><li>▪ 1 unit from Group A</li><li>▪ at least 1 unit from the electives listed in Group A or Group B</li><li>▪ up to 2 elective units can be selected from elsewhere in the SIS Training Package, or from any other current Training Package or accredited course.</li></ul></li></ul>		Sport, Fitness and Recreation	
Training Package Location	Training Package Release #	6.1	Release Date	24/03/2025
	<b>Go to details of certificate packaging rules on TGA:</b> <a href="https://training.gov.au/Training/Details/SIS30321">https://training.gov.au/Training/Details/SIS30321</a> <a href="https://training.gov.au/Training/Details/SIS20321">https://training.gov.au/Training/Details/SIS20321</a>  <b>Download Training Package from TGA:</b> <a href="http://training.gov.au/Training/Details/SIS">http://training.gov.au/Training/Details/SIS</a>  <b>Download Companion Volume implementation guide:</b> <a href="https://training.gov.au/api/files/org/fec7c7a5-b863-4b1d-be4c-c1024a8ebf6d/322f03bd-03b8-454b-aca2-2ba3f102446c.pdf">https://training.gov.au/api/files/org/fec7c7a5-b863-4b1d-be4c-c1024a8ebf6d/322f03bd-03b8-454b-aca2-2ba3f102446c.pdf</a>			
	1	<b>Code:</b> SIS30321 <b>Title:</b> Certificate III in Fitness <b>Qualification Release #:</b> 2 <b>Release Date:</b> 24/03/2025		
	2	<b>Code:</b> SIS20321 <b>Title:</b> Certificate II in Sport Coaching <b>Qualification Release #:</b> 2 <b>Release Date:</b> 24/03/2025		

UNIT CODE	UNIT TITLE	SIS20321 Certificate II in Sport Coaching	SIS30321 Certificate III in Fitness	Scheduled for Finalisation	Qualified Trainer and Assessor	Evidence Gathering Techniques	Training & Assessment Arrangements (Fee for Service)
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Elective - Imported	Elective - Imported	Term 2	Teacher (T-P)	A, C, D	Sole trainer and assessor (Teacher facilitated face-to-face delivery) – under the support of the Binnacle Program Management (PM) Team.
BSBPEF301	Organise personal work priorities	Elective - Imported	Core	Term 2	Teacher (T-P)	A, C, D	
SISSPAR009	Participate in conditioning for sport		Elective - Imported	Term 2	Teacher (T-P)	A, C, D	
BSBSUS211	Participate in sustainable work practices		Elective - Listed	Term 2	Teacher (T-P)	A, C, D	
BSBPEF202	Plan and apply time management	Additional unit completed which will be reported on the Statement of Attainment	N/A	Term 2	Teacher (T-P)	A, C, D	
HLTWHS001	Participate in workplace health and safety		Core	Term 4	Teacher (T-P)	A, C, D	
SISXEMR003	Respond to emergency situations	Elective - Listed (B)	Elective - Listed	Term 4	Teacher (T-P)	A, B, C	
SIRXWHS001	Work safely	Core		Term 4	Teacher (T-P)	A, B, C	
SISSSCO001	Conduct sport coaching sessions with foundation level participants	Elective – Listed (A)		Term 4	Teacher (T-P)	A, D	
SISSSCO002	Work in a community coaching role	Core		Term 4	Teacher (T-P)	A, C, D	
HLTAID011	Provide First Aid	Core	Core	Term 4	Teacher (T-P)	A, B, D	
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise		Core	Term 5	Teacher (T-P)	A, C, D	
SISFFIT052	Provide healthy eating information		Core	Term 5	Teacher (T-P)	A, B, C, D	
BSBOPS304	Deliver and monitor a service to customers		Core	Term 7	Teacher (T-P)	A, B, C, D	
SISFFIT032	Complete pre-exercise screening and service orientation		Core	Term 7	Teacher (T-P)	A, C, D	
SISFFIT033	Complete client fitness assessments		Core	Term 7	Teacher (T-P)	A, C, D	
SISFFIT035	Plan group exercise sessions		Core	Term 7	Teacher (T-P)	A, C, D	
SISFFIT036	Instruct group exercise session		Core	Term 7	Teacher (T-P)	A, C, D	
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients		Core	Term 7	Teacher (T-P)	A, B, C, D	
HLTAID011		<u>EVIDENCE GATHERING TECHNIQUES</u> The following matrix identifies the type of evidence that may be collected to enable judgements to be made about a student's success in units of competency. Evidence gathering techniques may be adjusted to best suit the unit of competency requirements. Students may submit evidence to gain RPL for competencies.					<b>EVIDENCE KEY</b>
							<b>A</b> Quiz and short answer
							<b>B</b> Case studies and scenarios
							<b>C</b> Project tasks
							<b>D</b> Major programs and practicals

<b>Binnacle-School Third-Party Arrangement</b>	<p>This Binnacle Training Program is delivered via a third-party arrangement with individual schools.</p> <p><b>Binnacle Training (Lead RTO) – Responsibilities:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Provision of all requisite training and assessment resources, plus online learning – via Learning Management System (Binnacle Lounge).</li> <li><input checked="" type="checkbox"/> Ongoing program support, including dedicated Program Manager and Administration Officer.</li> <li><input checked="" type="checkbox"/> Outcomes of training and assessment.</li> </ul> <p><b>School (Third-Party) Responsibilities:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Human Resources (Program Deliverer and at least one nominated back-up deliverer)</li> <li><input checked="" type="checkbox"/> Physical Resources (equipment and facilities)</li> <li><input checked="" type="checkbox"/> Facilitation of training and assessment services, on behalf of Binnacle Training as the RTO.</li> </ul> <p>School and cohort-specific information will be collected, and approved via Third-Party Monitoring Processes conducted by Binnacle Training.</p>
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<b>Target Group</b>	<p>This program is offered to senior high school students (commencing in Year 10 or Year 11) wanting to:</p> <ul style="list-style-type: none"> <li>• seek skills and an entry-level qualification for the Sport, Fitness &amp; Recreation (SFR) industry; and/or</li> <li>• use the qualification as an articulation into: <ul style="list-style-type: none"> <li>- a higher certification (e.g. Certificate IV in Fitness); or</li> <li>- University (e.g. Bachelor of Sport &amp; Exercise Science).</li> </ul> </li> </ul> <p><b><u>Fitness Industry Expectations - Employees 18+ Years</u></b></p> <p>Employers in the fitness industry generally expect their employees to be at least 18 years of age to hold a position that assumes duty of care for participants. As a 2-year program, Binnacle Training ensures that learners will be approaching - or will have turned - 18 years of age by the expected course (SIS30321) completion date.</p> <p><b><u>QLD SCHOOLS</u></b></p> <p>Upon successful completion, students are certified with a maximum 8 Queensland Certificate of Education (QCE) credits as follows:</p> <table border="1" data-bbox="371 1320 1489 1711"> <thead> <tr> <th data-bbox="371 1320 584 1545"><b>SIS20321 Certificate II in Sport Coaching (7 units)</b></th><th data-bbox="584 1320 890 1545"><b>SIS30321 Certificate III in Fitness (12/15 units; 3 overlapping units reported as Credit Transfer)</b></th><th data-bbox="890 1320 1113 1545"><b>Expected Total QCE credits (assuming 90% or greater new learning)</b></th><th data-bbox="1113 1320 1489 1545"><b>Comments</b></th></tr> </thead> <tbody> <tr> <td data-bbox="371 1545 584 1711">4</td><td data-bbox="584 1545 890 1711">4*</td><td data-bbox="890 1545 1113 1711">8</td><td data-bbox="1113 1545 1489 1711">* Maximum 4 Credits obtained from Certificate III (due to maximum 8 QCE Credits rule from the same training package)</td></tr> </tbody> </table>	<b>SIS20321 Certificate II in Sport Coaching (7 units)</b>	<b>SIS30321 Certificate III in Fitness (12/15 units; 3 overlapping units reported as Credit Transfer)</b>	<b>Expected Total QCE credits (assuming 90% or greater new learning)</b>	<b>Comments</b>	4	4*	8	* Maximum 4 Credits obtained from Certificate III (due to maximum 8 QCE Credits rule from the same training package)
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4	4*	8	* Maximum 4 Credits obtained from Certificate III (due to maximum 8 QCE Credits rule from the same training package)						

<b>Entry Requirements</b>	<p>There are no formal training package entry requirements for this qualification.</p>
<b>Learning and Assessment Arrangements</b>	<p><b><u>DURATION</u></b></p> <p>The program content has been packaged into <b><u>7 terms</u></b> [based on delivery across <b><u>one line on the timetable (minimum 3 lessons per week, i.e. 210 minutes per week) over 2 years</u></b>]. This is consistent with the AQF volume of learning guidelines and can be adjusted depending on the learner cohort and individual students. All evidence requirements pertaining to the entry qualification SIS20321 Certificate II</p>

in Sport Coaching are scheduled across Terms 1-4. Terms 5-7 evidence requirements are aligned only to SIS30321 Certificate III in Fitness.

A blended-delivery model will be used whereby students will have access to:

- Trainer-led classroom delivery of content.
- Self-directed learning modules.
- Practical skill development reflective of workplace tasks.
- Online modules that house learning content (within the Binnacle Lounge).
- Assessment activities to be completed online within the Binnacle Lounge.
- Assessment activities and projects to be completed in the classroom and/or student-led environment.
- Participation in an Industry Discovery – at a Fitness-related workplace (recommended, however, not compulsory).

This program uses single unit and clustered assessment.

Assessment and training will be conducted at the school. Assessment methodologies will vary according to specific requirements of the Units of Competency. A range of methods will be used, including:

- Knowledge quizzes, short answer questions and other project/case study reports.
- Skills demonstrations, reports, documents, observations.
- Simulated assessment environment (First aid-related and Fitness-related industry) – located at the school - for demonstration of skills (practical observations).

Under supervision, students will instruct a range of fitness programs as well as completing practical experience (may be outside of their timetabled subject) to deliver a range of fitness activities and exercise programs to members of the school community (students and staff). Students will also work in the gym facility at the school with authentic clients, which will involve delivering exercise programs to a range of clients, including adult males (18+ years), adult females (18+ years) and older adult clients (55+ years).

There is also an element of self-study (formative activities scheduled for students to undertake outside of class time). These activities are used by students to enhance their understanding of the content and are undertaken prior to assessment for that particular module or topic of study.

Additional practical work-related experience is undertaken by students across the program. While some of these hours may be achieved during devoted class lessons, due to the nature of client fitness training some practical experience may be undertaken outside of these class hours.

## Learning and Assessment Arrangements

### ORGANISATION

The program will be delivered using class-based learning as well as a real fitness environment (including a gym) located at the school which involves delivering a range of fitness programs to adolescent, adult and older adult clients.

A range of teaching and learning strategies will be used to deliver the competencies including:

- Practical tasks
- Client interactions
- Group work
- Programs within the school (generally a minimum of two different fitness programs per term)
- Practical experience within the school fitness centre (i.e. group exercise, outdoor fitness, one-on-one gym programs)

Evidence contributing towards each competency will be collected throughout the program. This evidence will be used to make judgements of competency that are aligned with, and reflect, the requirements of each unit of competency.

## Learning and Assessment Arrangements

### LANGUAGE, LITERACY, NUMERACY AND DIGITAL LITERACY ASSISTANCE

Support is available to all students and can be organised - through the deliverer - on a case-by-case and as needed basis throughout the program.

	'Reasonable adjustment' is offered for most assessment items. This is indicated in the assessment table at the top of each assessment and is allocated based on the unit of competency requirements.
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<b>Learning and Assessment Arrangements</b>	<p><b>OPPORTUNITY FOR RPL AND CREDIT TRANSFER</b></p> <p><b>Recognition of Prior Learning (RPL)</b> is an assessment process that evaluates an individual's informal learning to determine the extent to which that individual has achieved the required competency outcomes.</p> <p><b>Credit Transfer</b> is applying credit for a unit of competency that has previously been completed (successfully) by a student. Credit Transfer is offered both at enrolment and throughout the training program. A verified copy of the student's Qualification and/or Statement of Attainment listing the units of competency that have previously been completed is required as evidence for Credit Transfer.</p> <p>Both RPL and Credit Transfer are available to students. Due to students being of high school age, usually with limited prior qualifications or work history, students typically undergo a train-to-assess pathway. An RPL assessment pathway will require verifiable evidence of a student's prior learning (e.g. Statement of Attainment for previously completed superseded units).</p>
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Learning and Assessment Arrangements	COURSE STRUCTURE
	<p><b>TERM 1</b></p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>Introduction to the Sport, Fitness and Recreation (SFR) Industry</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>Assist with SFR Programs (Supervisor Delivery)</li> </ul>
	<p><b>TERM 2</b></p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>Introduction to Community Programs</li> <li>Introduction to Conditioning Programs</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>Community SFR Program (Student Delivery)</li> <li>Participate in Conditioning Sessions (Supervisor Delivery)</li> </ul>
	<p><b>TERM 3</b></p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>Working in the SFR Industry - Coaching Foundation Level Participants</li> <li>Introduction to Anatomy and Physiology - The Cardiovascular System</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>Plan and Deliver Group Conditioning Sessions</li> <li>Plan and Deliver a One-on-one Cardio Program</li> </ul>
	<p><b>TERM 4</b></p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>Sport-Specific Coaching Sessions</li> <li>First Aid Course: HLTAID011 Provide First Aid</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>Sport-Specific Coaching Program</li> </ul> <p><i>*The Certificate II in Sport Coaching (SIS20321) entry qualification is scheduled to be finalised at the end of Term 4. Students are provided the option to complete the Certificate II in Sport Coaching only (exit point).</i></p>

<b>Learning and Assessment Arrangements</b>	<p><b>TERM 5</b></p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>Anatomy and Physiology - Body Systems and Exercise</li> <li>Health and Nutrition Consultations</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>One-on-One Gym Program (Adolescent Client)</li> <li>Plan and Conduct Sessions (Scenario Clients)</li> </ul>
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	<b>TERM 6</b>	<p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>• Screening and Health Assessments</li> <li>• Specific Population Clients (including Older Clients)</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>• Fitness Orientation Program: Client Orientation</li> <li>• Group Training Program: Plan and Instruct a Group Session</li> </ul>
	<b>TERM 7</b>	<p><u>Topics:</u></p> <ul style="list-style-type: none"> <li>• N/A (Practical Term)</li> </ul> <p><u>Programs:</u></p> <ul style="list-style-type: none"> <li>• Group Exercise and Gym-based One-on-One and Group Sessions: <ul style="list-style-type: none"> <li>- Female and Male Adults aged 18+; and</li> <li>- Older adults aged 55+</li> </ul> </li> </ul>

<b>Learning Resources</b>	<p>Students are provided with a full Course Content kit that is specific to each term of study which includes:</p> <ul style="list-style-type: none"> <li>• Unit Plan</li> <li>• Learner Companions</li> <li>• Learner Modules</li> <li>• Online Activities</li> <li>• Exercise Bank</li> <li>• Videos</li> <li>• Work templates and other work-related documents (e.g. policy manuals)</li> </ul>
<b>Practical Experience</b>	<p>Students will undertake a variety of practical fitness training experiences (i.e. training clients – group exercise and gym instruction) across the program.</p>
<b>School Physical Resource Requirements</b>	<p>Students must have access to all physical resources (either individually or through resources supplied by the school).</p> <p><u>Refer to:</u> <a href="#">School Physical Resource Requirements</a></p>
<b>Teacher Human Resource Requirements</b>	<p><u>Refer to:</u> <a href="#">Human Physical Resource Requirements</a></p> <p>Nominated trainer/s are listed against each unit of competency required to be completed in order for the student to achieve the qualification.</p>
<b>Pathways</b>	<p>The Certificate III in Fitness will be used predominantly by students seeking to enter the SFR industry and/or as an alternative entry into University.</p> <p><b>QLD SCHOOLS:</b> Graduates may be able to use their Certificate III in Fitness to improve their chances of gaining tertiary entrance. Students eligible for an Australian Tertiary Admission Rank (ATAR) may be able to use their completed Certificate III to contribute towards their ATAR. For further information please visit <a href="https://www.qcaa.qld.edu.au/parents-carers/senior-secondary">https://www.qcaa.qld.edu.au/parents-carers/senior-secondary</a></p> <p>Students may also choose to continue their study by completing the Certificate IV in Fitness through another Registered Training Organisation.</p>
<b>LLND</b>	<p>A Language, Literacy, Numeracy and Digital Literacy (LLND) Screening process is undertaken prior to enrolment to provide students with course suitability advice.</p> <p>The <a href="#">ACSF</a> (Australian Course Skills Framework) levels identified within the units of competency for this short course are:</p> <ul style="list-style-type: none"> <li>• Learning = 3</li> <li>• Reading = 3</li> <li>• Writing = 2</li> <li>• Oral Communication = 2</li> </ul>

	<ul style="list-style-type: none"> <li>• Numeracy = 2</li> </ul> <p>The <a href="#">DLSF</a> (Digital Literacy Skills Framework) outlines the digital literacy performance levels required to use digital technologies for personal, educational and employment goals.</p>
<b>AVETMISS Reporting</b>	<p>Students are enrolled in the relevant units of competency and the results are forwarded at the end of each term (as a minimum) to the Queensland Department of Trade, Employment and Training (DTET) indicating if competency has been attained or is continuing. Binnacle Program Management and Administration staff verify that accurate and up-to-date information is recorded.</p> <p><b>QLD SCHOOLS:</b> Permission is provided to DTET for student results to be forwarded to the Queensland Curriculum &amp; Assessment Authority (QCAA).</p>