Binnacle Training
RTO CODE 31319





STUDENT INFORMATION

SIS20122 Certificate II in Sport and Recreation

ABSTRACT

This document contains important information for Binnacle Training students about:

- The program outline and inclusions
- Vocational Education and Training in Schools (VETiS) funding eligibility
- The assessment completion process
- Career pathways
- Binnacle Training Third-Party Arrangements
- Student enrolment

Table of Contents

1. Program Inclusions 3
2. VETiS Funding Eligibility 3
   2.1. Funding Eligibility 3
   2.2. Training and Employment Survey 4
3. Program Outline 5
   3.1. Mode of Delivery 5
4. LLND and Course Suitability Advice 5
5. Fees 6
6. Completing Assessments 6
7. Course Schedule 7
8. Units of Competency in this Program 9
9. Pathways 10
10. Binnacle Training Third-Party Arrangements 11
11. Student Enrolment 11
12. Definitions and Interpretations 11

1. Program Inclusions

This program is offered as a senior school subject and incorporates the nationally recognised qualification: **SIS20122 Certificate II in Sport and Recreation** (for a maximum of 4 QCE credits where new learning requirements are met).

This course has been scheduled across one year (packaged into 4 terms).

The course covers the skills and knowledge required for entering the Sport and Recreation industry as a Sport/Activity Assistant or a Community Level Official or Coach and includes:

- 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
- Delivering community sport, fitness and recreation programs
- Providing quality customer service
- Conducting risk assessments for sport and fitness activities

2. VETiS Funding Eligibility

Vocational Education and Training in Schools initiative funded by the Queensland Government

The Queensland Government's VET Investment Budget will provide funding for students to complete one VETiS qualification listed on the Queensland Subsidised Training List whilst attending secondary school (years 10, 11 and 12). Qualifications are primarily at the Certificate I and II level and are those that have been identified by industry as leading to employment.

Binnacle Training is approved as a Skills Assure Supplier (SAS) to deliver the nationally recognised qualification: **Certificate II in Sport and Recreation** as a Vocational Education and Training in Schools (VETiS) funded qualification.

Under the SAS system, funding follows the eligible student to their chosen SAS qualification and is paid directly to the SAS provider upon submission of the student's validated training data.

2.1. Funding Eligibility

To be eligible to access a VETiS qualification funded by the Queensland Government, prospective students must:

- Be enrolled in a Queensland school in Years 10, 11 or 12;
- Be an Australian or New Zealand citizen, or an Australian permanent resident, or hold an eligible visa (i.e., not be an international secondary exchange student in Queensland);
- Not already be enrolled in a Qualification funded by DTET including a school-based apprenticeship or traineeship;

- Not have previously completed a Qualification funded by DTET under VETiS or a similar program; and
- Have a genuine interest in pursuing a post-school vocational occupation.

Eligible students who choose to utilise the VETiS funding program do not have to pay any student or co-contribution fees. The Queensland Government covers the cost by paying the SAS so students can do the training for free.

FEE-FREE FOR VETiS STUDENTS

For all eligible students who:

a) **'opt in' to the Certificate II in Sport and Recreation with Binnacle Training as a VETiS funded qualification, and**
b) **meet the VETiS funding eligibility requirements:**

Binnacle will waive ALL Certificate II participant fees as invoiced to the school.

Under the Binnacle Third-Party Arrangement with schools, this means that the school should not pass on any fees pertaining to the VETiS-funded Certificate II qualification, which has been subsidised through VETiS, to the student.

If you have previously utilised your VETiS subsidy with another **completed** qualification then you are ineligible for this program to be offered as a VETiS-funded qualification, however, you are still able to enrol into the Binnacle Certificate II in Sport and Recreation as a 'fee for service' student.

If you have a concurrent enrolment with another VETiS funded qualification, please advise Binnacle Training. We will consult your School VET Manager to confirm your funding eligibility for this qualification.

At the time of enrolment into this qualification, you will be given the option to either:

- Select this program as a VETiS-funded qualification; or
- Advise Binnacle that you choose not to use this program as a VETiS-funded qualification [e.g. you have previously completed an alternative qualification as VETiS-funded].

2.2. Training and Employment Survey

Each eligible student who accesses their VETiS subsidy may be surveyed by the department seeking information on their training experience.

For further information, please refer to the Queensland Government's VETiS information developed specifically for the VETiS program or contact Binnacle administration.

3. Program Outline

This course is delivered by your program deliverer (trainer and assessor) via a third-party arrangement between Binnacle Training (as the lead RTO) and the school (as the third party).

The program involves developing the entry level skills and knowledge to 'hit the ground running' as an employee in the sport and recreation industry. This learning involves practical experience as an 'Activity Assistant' and will take place in a range of settings, including the classroom, outdoors and the sport, fitness and recreation facilities at the school.

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 workplace documents (e.g. a Session Plan).

3.1. Mode of Delivery

This program uses a blended mode of delivery which includes face-to-face plus online training and assessment such as classroom lessons, digital learning modules, virtual lessons, online and practical assessment.

Note: If students are accessing VETiS funding, half of the units of competency will be delivered directly by Binnacle Training and the remaining units will be delivered by the third party (school). Please see Section 8.

4. LLND and Course Suitability Advice

During pre-enrolment, students will complete an LLND Screening to establish their language, literacy, numeracy and digital literacy skill levels and will be provided with advice about whether the course is suitable for them.

Based on the outcome of this review, the school (on behalf of Binnacle Training) will provide the student with advice regarding the suitability of the training product to each prospective student prior to enrolment being finalised. This process ensures students are fully informed about the program requirements before committing to the course or incurring any associated fees.

The following examples provide a snapshot of the reading, writing, numeracy, oral communication, and digital literacy 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.
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.

Oral Communication	• Discuss own progress with a supervisor. • Use active listening and questioning to give and receive information and confirm understanding. • Discuss risk management issues with relevant stakeholders.
Numeracy	• Use a numerical risk assessment matrix to determine risk level. • Interpret, discuss and use fitness, strength and conditioning measurement information. • Complete training records. • Interpret numerical information to allocate timeframes to work tasks.
Digital Literacy	• Use digital systems and tools to enter, store and monitor information • Use computers, mobile devices and the Internet to search for and download information • Use software applications to create, update and store basic documents.

5. Fees

Binnacle Training invoices the school directly for the cost of the program. This means that students do not pay any fees directly to Binnacle.

Students should check with their school about fees and payment - it may be set up like other subjects, and there may be additional fees for:

1. Learning resources or textbooks
2. Excursions or site visits
3. Equipment or materials specific to your program.

6. 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. Student Role (Completing the assessment each term):	• Complete your knowledge assessments online in your Binnacle Lounge. • Demonstrate the required skills during practical tasks. • Utilise the training resources provided in the respective assessment tab to assist you.

2. Assessor Role (Marking your assessment):	• Some knowledge assessment items are 'auto-marked' by the Binnacle Lounge learning platform. • Review and mark your other assessment items (e.g. project, practicals, and case studies). • Provide feedback and record the final outcome of each assessment item on the sign-off page for each term.

7. Course Schedule

The table below shows the topics and projects scheduled for delivery and assessment throughout the term.

1 YEAR PROGRAM (4 TERMS)	
TERM 1	**TOPICS COVERED**
	Introduction to the Sport, Fitness and Recreation (SFR) Industry Sustainable Work Practices Performing Research on the SFR Industry
	SPECIFIC PROJECT REQUIREMENTS
	Participating in Conditioning Sessions
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	N/A

TERM 2	**TOPICS COVERED**
	Introduction to Community Programs Introduction to Conditioning Programs
	SPECIFIC PROJECT REQUIREMENTS
	Community SFR Program (Student Delivery) Participating in Conditioning Sessions (Supervisor Delivery)
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION (BINNACLE ONLINE DELIVERY)
	SISXIND011 Maintain sport, fitness and recreation industry knowledge BSBPEF202 Plan and apply time management BSBPEF301 Organise personal work priorities BSBSUS211 Participate in sustainable work practices SISSPAR009 Participate in conditioning for sport

TERM 3	**TOPICS COVERED**
	Working in the SFR Industry – WHS and Provide Quality Service Introduction to Anatomy & Physiology – The Cardiovascular System
	SPECIFIC PROJECT REQUIREMENTS
	Plan and Deliver Group Conditioning Sessions Plan and Deliver a One-on-one Cardio Program
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	N/A

TERM 4	**TOPICS COVERED**
	Introduction to Anatomy & Physiology – The Musculoskeletal System First Aid Course: HLTAID011 Provide First Aid (Optional Additional)
	SPECIFIC PROJECT REQUIREMENTS
	Recreational Group Exercise Program
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	HLTWHS001 Participate in workplace health and safety SISXFAC006 Maintain activity equipment SISXEMR003 Respond to emergency situations SISXCCS004 Provide quality service SISOFLD001 Assist in conducting recreation sessions HLTAID011 Provide First Aid (Optional Additional)

Qualification scheduled for finalisation:

SIS20122 CERTIFICATE II IN SPORT AND RECREATION

*Please note that this is a guide only.

8. Units of Competency in this Program

The following table illustrates when units of competency are scheduled for finalisation.

Unit Code	Unit Title	SIS20122 Certificate II in Sport and Recreation	Scheduled for Finalisation	Qualified Trainer and Assessor
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Core	Term 2	Binnacle Trainer and Assessor
BSBSUS211	Participate in sustainable work practices	Elective - Listed	Term 2	
BSBPEF202	Plan and apply time management	Elective - Imported	Term 2	
BSBPEF301	Organise personal work priorities	Elective - Listed	Term 2	
SISSPAR009	Participate in conditioning for sport	Elective - Imported	Term 2	
HLTWHS001	Participate in workplace health and safety	Core	Term 4	Teacher (School as the third party)
SISXCCS004	Provide quality service	Core	Term 4	
SISXFAC006	Maintain activity equipment	Core	Term 4	
SISXEMR003	Respond to emergency situations	Core	Term 4	
SISOFLD001	Assist in conducting recreation sessions	Core	Term 4	

9. Pathways

Students who successfully complete the SIS20122 Certificate II in Sport and Recreation may explore a sport-specific Club Level Official (e.g. referee or umpire) or Club Level Coach pathway, by completing a sport-specific coach or official accreditation with the respective national/state sporting organisation.

Students who complete SIS20122 Certificate II in Sport and Recreation as a standalone course with Binnacle Training may wish to consider one of the qualifications below as a post-school pathway.

- SIS30122 Certificate III in Sport, Aquatics and Recreation
- SIS30321 Certificate III in Fitness



Figure 4. Training and Employment Pathways from SIS20122 Certificate II in Sport and Recreation

10. 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, providing online training and assessment, reporting 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, course suitability advice, and student wellbeing.

11. Student Enrolment

Student enrolment into the program requires the school to have a current third-party agreement in place.

12. 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.