Binnacle Training
RTO CODE 31319





STUDENT INFORMATION

SIS30321 Certificate III in Fitness + *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
- Fitness industry expectations – employees 18+ years
- The assessment completion process
- Career pathways
- Binnacle Training Third-Party Arrangements
- Student enrolment

Table of Contents

1. Program Inclusions 3
   1.1. Optional Entry Qualification – SIS20122 Certificate II in Sport and Recreation 3
   1.2. Benefits of undertaking the optional entry qualification – SIS20122 Certificate II in Sport and Recreation 4
2. Program Outline 5
   2.1. Mode of Delivery 6
3. LLND and Course Suitability Advice 6
4. Fees 7
5. Fitness Industry Expectations – Employees 18+ Years 7
6. Completing Assessments 7
7. Course Schedule 8
8. Units of Competency in this Program 11
9. Pathways 12
10. Binnacle Training Third-Party Arrangements 12
11. Student Enrolment 13
12. Definitions and Interpretations 13

1. Program Inclusions

This program is offered as a senior school subject and incorporates the nationally recognised qualification: **SIS30321 Certificate III in Fitness (with optional entry qualification: SIS20122 Certificate II in Sport and Recreation – see below).**

This course has been scheduled across two years (packaged into 7 Terms).

The course covers the skills and knowledge required for entering the Fitness industry as a Group and Gym Fitness Instructor and 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
- Delivering community fitness programs
- Providing quality customer service
- Conducting risk assessments for sport and fitness activities
- Conducting client health screenings and fitness assessments
- Providing healthy eating information to clients
- Instructing and monitoring fitness programs
- Planning and delivering gym programs
- Working with specific population clients, including older clients
- Developing skills and knowledge in exercise science, including anatomy and physiology

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

Students are provided the opportunity to undertake the optional entry qualification: **SIS20122 Certificate II in Sport and Recreation -** at no additional cost - across Terms 1-4. Six units of competency in the Certificate II in Sport and Recreation (SIS20122) overlap with the Certificate III in Fitness (SIS30321). The remaining four units in SIS20122 are strongly aligned with respective units in SIS30321.

Qualification	Terms of Training/Assessment	
	Terms 1-4	**Terms 5-7**
SIS30321 Certificate III in Fitness	Total 15 units: • Terms 1-4: 7 units scheduled for completion • Terms 5-7: 8 units scheduled for completion	
Optional SIS20122 Certificate II in Sport and Recreation	Total 10 units: • 6 overlapping with SIS30321	

No additional training required	• 4 remaining units which cluster and/or align with similar units in SIS30321. *Students not enrolled in SIS20122 who meet all assessment requirements of Terms 1-4 will be issued a separate Statement of Attainment with these 4 units (Subject Only Training). Refer to Section 5: 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.

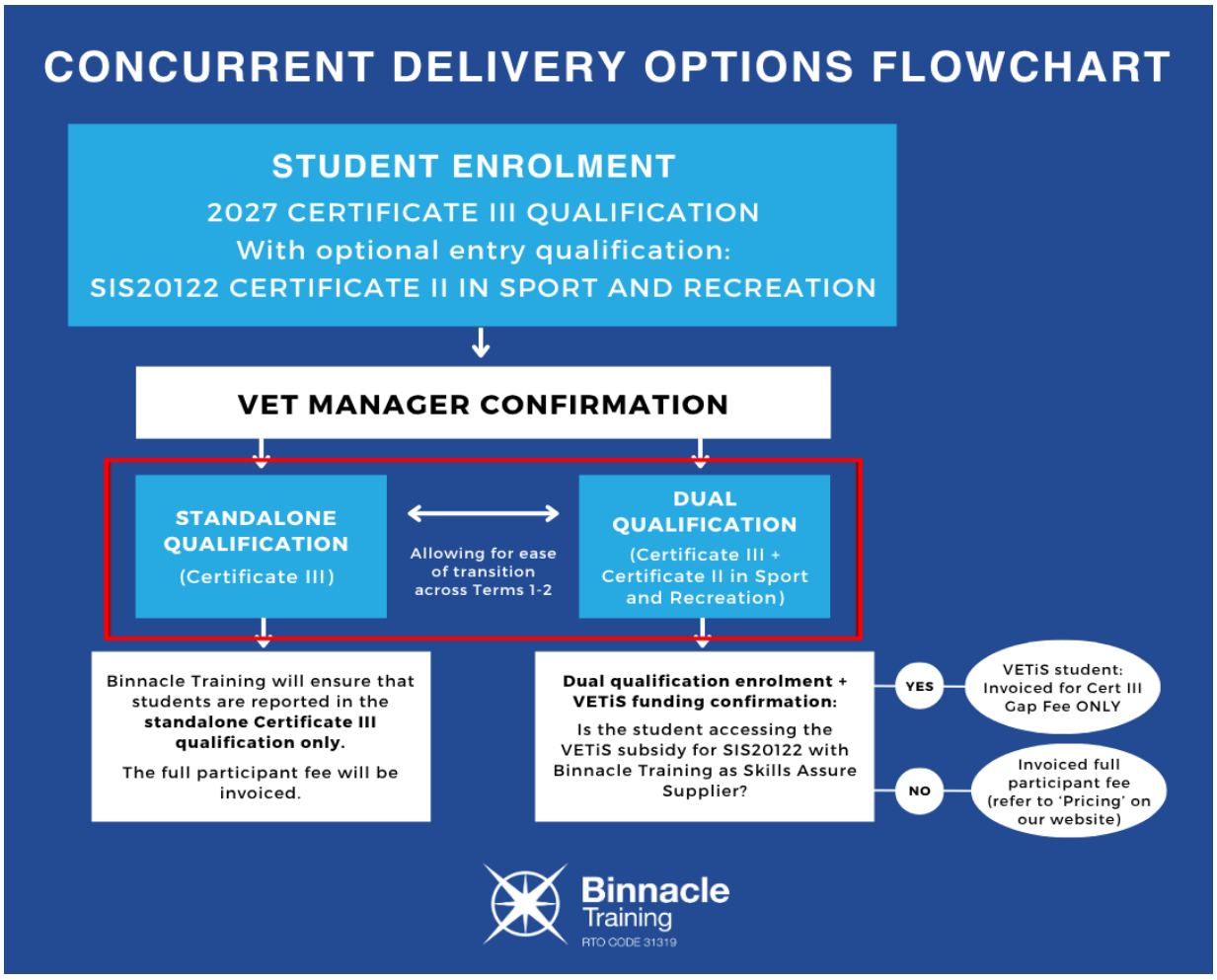


Figure 1. Concurrent Delivery Options – 2027 Certificate III in Fitness

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 learning and an identical QCE outcome.** Six units of competency in the SIS20122 Certificate II in Sport and Recreation overlap with the SIS30321 Certificate III in Fitness and the remaining 4 units are strongly aligned with respective units in SIS30321 and students can earn a maximum of 8 QCE credits.
- **Additional employment opportunities.** While the Certificate III in Fitness employment opportunities of Group and Gym Instructor generally require employees to be 18 years of age, the Certificate II in Sport and Recreation has tangible, paid employment opportunities without the 18 years of age recommendation 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 Assure Supplier (SAS) for the VETiS funded qualification: 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 the Binnacle Training website.

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

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 required of an exercise professional. This learning involves practical experience as a 'Gym Instructor' and 'Activity Assistant' and will take place in a range of settings, including the classroom, outdoors and the fitness facilities at the school.

Students work alongside a qualified Fitness Trainer (teacher) and other fitness/sport coaches to deliver community-based fitness and recreation activities and programs to clients (students, teachers, staff and family members) 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 workplace documents (e.g. a Session Plan).

2.1. 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.

3. 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. • Interpret pre-exercise health screening results and client documentation. • Research and comprehend often complex anatomical and physiological information (e.g. anatomical charts). • Interpret fitness industry guidelines and manufacturer instructions for fitness equipment. • Interpret pre-exercise health screening questionnaires and baseline fitness assessment results. • Extract applicable information from healthy eating resources.
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. • Prepare client referral letters to general practitioners, personal trainers or advanced personal trainers.
Oral Communication	• Discuss your own progress with a supervisor. • Discuss risk management issues with relevant stakeholders. • Use open and closed questions to discuss client/participant training preferences. • Discuss client needs, expectations, and fitness goals and clarify pre-exercise screening information. • Discuss client preferences and explain suitable exercises and programs. • Explain reasoning for a client referral and selected health professional. • Discuss the influences of social and cultural factors on client food choices.
Numeracy	• Use a numerical risk assessment matrix to determine risk level. • Interpret numerical information to allocate timeframes to work tasks. • Calculate heart rate and interpret exercise intensity guidelines. • Conduct body composition measurements and calculations (e.g. body mass index).

	• Use calculations in fitness testing/assessment (e.g. estimating maximal oxygen consumption from submaximal testing). • Review calculations from pre-exercise screening and fitness testing.
Digital Literacy	• Upload digital evidence, such as completed Session Plans or video recordings of practical tasks. • Use word processing software to summarise and record client/participant information in digital portfolios and files. • Complete digital industry documents, such as pre-exercise health screening questionnaires or risk assessments.

4. 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.

5. Fitness Industry Expectations – Employees 18+ Years

While the Certificate III in Fitness is suitable for delivery to secondary school students, it is important to know that 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.

Group Exercise and Gym Instructors use discretion, judgement and work with some independence under limited supervision when instructing groups. As a result, Group Exercise and Gym Instructors require considerable leadership skills to manage group exercise participation, cohesion, operational logistics, risk, and problems as they arise.

As a 2-year program (packaged as a 7-term format), Binnacle Training ensures that learners will be approaching - or will have turned - 18 years of age by the expected course completion date.

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.

2 YEAR PROGRAM (7 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 BSBSUS211 Participate in sustainable work practices BSBPEF301 Organise personal work priorities BSBPEF202 Plan and apply time management* SISSPAR009 Participate in conditioning for sport* **** For students not enrolled in entry qualification SIS20122 Certificate II in Sport and Recreation: these units will be issued as a separate Statement of Attainment (Subject Only Training)***

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
	SPECIFIC PROJECT REQUIREMENTS
	Recreational Group Exercise Program
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	HLTWHS001 Participate in workplace health and safety SISXEMR003 Respond to emergency situations SISXCCS004 Provide quality service SISXFAC006 Maintain activity equipment* SISOFLD001 Assist in conducting recreation sessions* **** For students not enrolled in entry qualification SIS20122 Certificate II in Sport and Recreation: this unit will be issued as a separate Statement of Attainment (Subject Only Training)*** HLTAID011 Provide First Aid

<u>Qualification scheduled for finalisation</u>:

SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Students are provided the option to complete the Certificate II in Sport and Recreation only (exit point).

TERM 5	**TOPICS COVERED**
	Anatomy & Physiology – Body Systems and Exercise Health and Nutrition Consultations
	SPECIFIC PROJECT REQUIREMENTS
	One-on-One Gym Program (Adolescent Client) Plan and Conduct Sessions (Scenario Clients)
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION

	SISFFIT047 Use anatomy and physiology knowledge to support safe and effective exercise SISFFIT052 Provide healthy eating information

TERM 6	**TOPICS COVERED**
	Screening and Health Assessments Specific Population Clients (including Older Clients)
	SPECIFIC PROJECT REQUIREMENTS
	Fitness Orientation Program: Client Orientation Group Training Program: Plan and Instruct a Group Session
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	N/A

TERM 7	**TOPICS COVERED**
	N/A (Practical term)
	SPECIFIC PROJECT REQUIREMENTS
	Group Exercise and Gym-based One-on-One & Group Sessions: - Female and Male Adults aged 18+; and - Older adults aged 55+
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	BSBOPS304 Deliver and monitor a service to customers SISFFIT035 Plan group exercise sessions SISFFIT036 Instruct group exercise sessions SISFFIT032 Complete pre-exercise screening and service orientation SISFFIT033 Complete client fitness assessments SISFFIT040 Develop and instruct gym-based exercise programs for individual clients

Qualification scheduled for finalisation:

SIS30321 CERTIFICATE III IN FITNESS*

*Finalisation of SIS30321 requires completion of HLTAID011 Provide First Aid

*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 (Optional entry qualification)	SIS30321 Certificate III in Fitness	Scheduled for Finalisation
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Core	Imported Elective	Term 2
BSBPEF301	Organise personal work priorities	Listed Elective	Core	Term 2
BSBSUS211	Participate in sustainable work practices	Listed Elective	Listed Elective	Term 2
BSBPEF202	Plan and apply time management	Imported 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 4 units cluster and/or align with similar units in SIS30321 listed below.	Term 2
SISSPAR009	Participate in conditioning for sport	Imported Elective		Term 2
SISXFAC006	Maintain activity equipment	Core		Term 4
SISOFLD001	Assist in conducting recreation sessions	Core		Term 4
HLTWHS001	Participate in workplace health and safety	Core	Core	Term 4
SISXCCS004	Provide quality service	Core	Imported Elective	Term 4
SISXEMR003	Respond to emergency situations	Core	Listed Elective	Term 4
HLTAID011	Provide First Aid	(Optional Additional)	Core	Term 4
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise		Core	Term 5
SISFFIT052	Provide healthy eating information		Core	Term 5
BSBOPS304	Deliver and monitor a service to customers		Core	Term 7
SISFFIT032	Complete pre-exercise screening and service orientation		Core	Term 7
SISFFIT033	Complete client fitness assessments		Core	Term 7
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients		Core	Term 7
SISFFIT035	Plan group exercise sessions		Core	Term 7
SISFFIT036	Instruct group exercise session		Core	Term 7

9. Pathways

Students who successfully complete the SIS30321 Certificate III in Fitness may explore a Certificate IV in Fitness (SIS40221) pathway. Binnacle Training will provide training pathway opportunities for consideration as students are approaching course completion. See Figure 2 below.

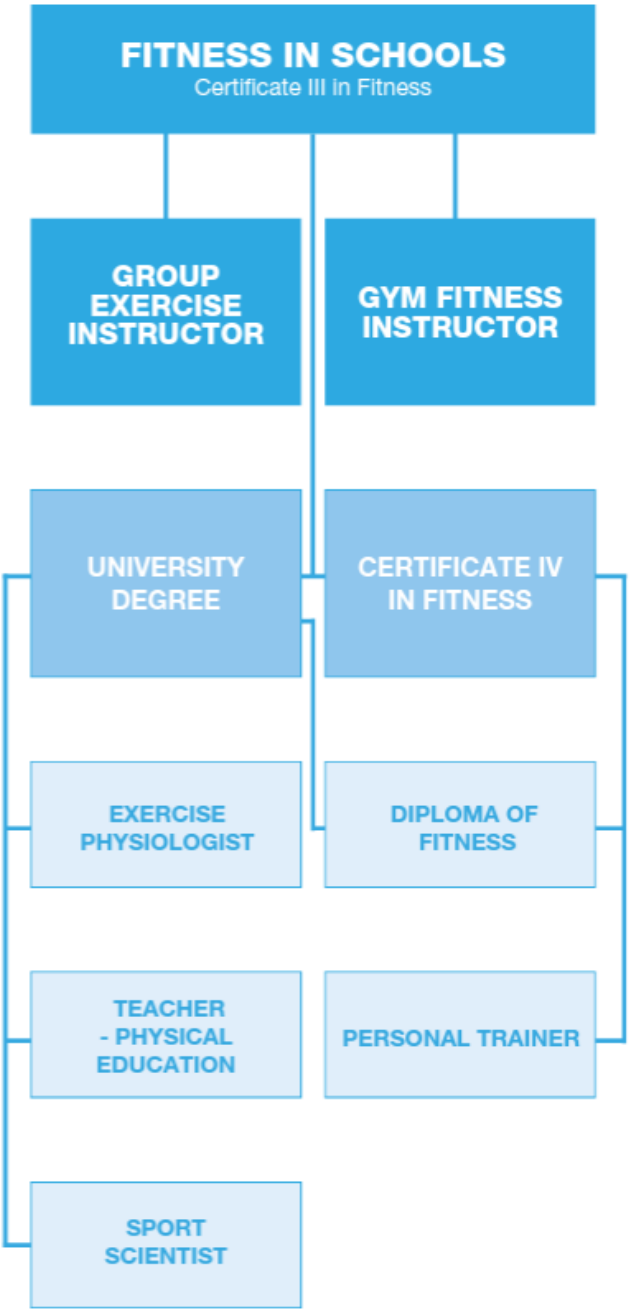


Figure 2. Training and Employment Pathways from SIS30321 Certificate III in Fitness

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.