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 optional 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 optional 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.

<table>
<tr><th rowspan="2">Qualification</th><th colspan="2">Terms of Training/Assessment</th></tr>
<tr><th>Terms 1-4</th><th>Terms 5-7</th></tr>
<tr><td>SIS30122 Certificate III in Sport, Aquatics and Recreation</td><td colspan="2">Total 15 units:
• Terms 1-4: 8 units scheduled for completion
• Terms 5-7: 7 units scheduled for completion
• Optional '4 Week Add-On' in Term 7 = 4 additional units</td></tr>
<tr><td>Optional SIS20122 Certificate II in Sport and Recreation
No additional training required</td><td>Total 10 units:
• 7 overlapping with SIS30122</td><td></td></tr>
</table>

	• 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.

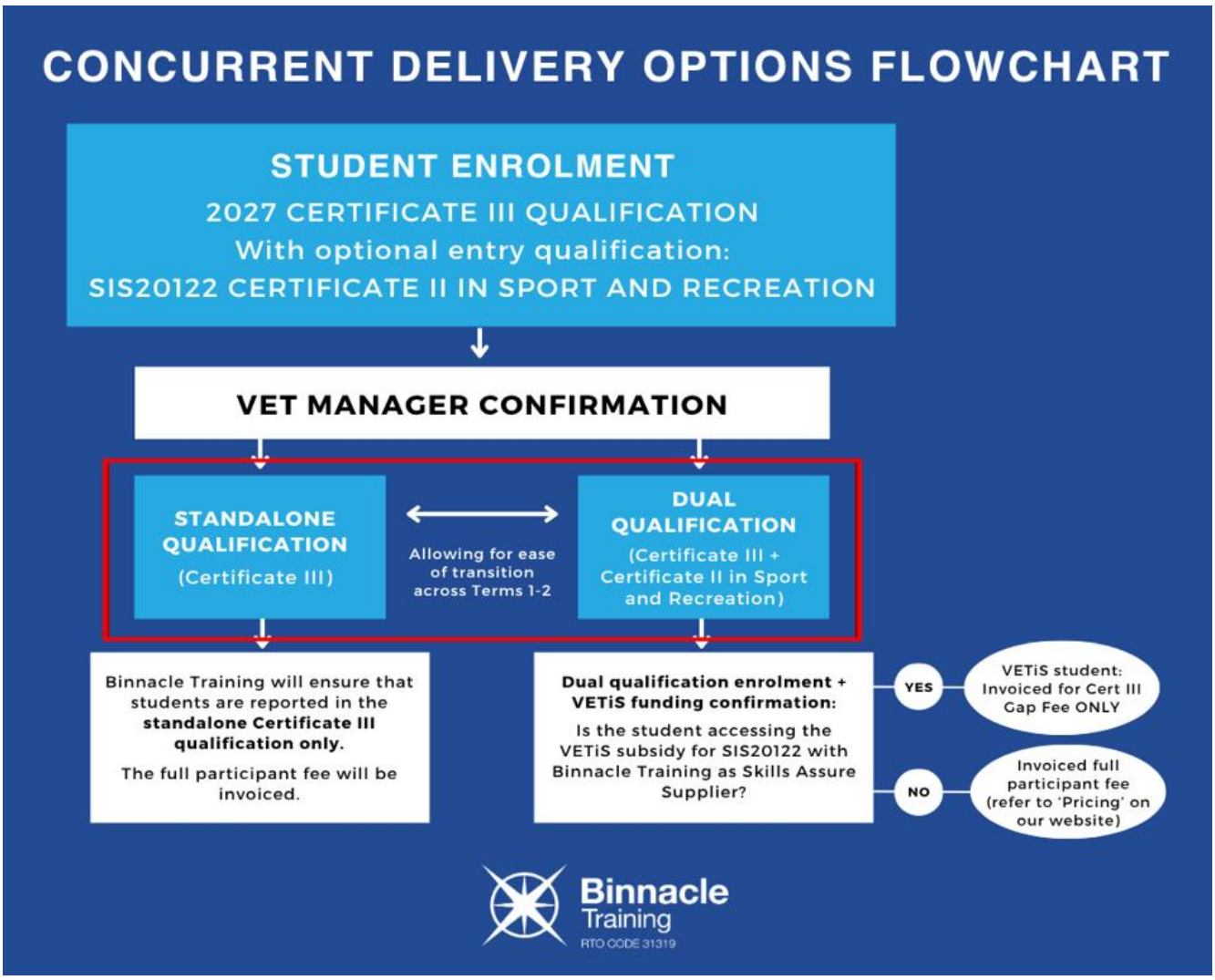


Figure 1. Concurrent Delivery Options – 2027 Certificate III in Sport, Aquatics and Recreation

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 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 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).

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 WHS legislation and workplace policies, procedures and records. • Interpret manufacturer guidelines to set up, dismantle, maintain and repair equipment.
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. • Create written session plans and complete performance records.
Oral Communication	• Discuss your 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. • Use open and closed questions to discuss client/participant training preferences. • 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.

Digital Literacy	• Upload digital evidence, such as completed Session Plans or video recordings of practical tasks. • Use software applications to create, update and store basic documents. • Use computers, mobile devices and the Internet to search for and download information.

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. 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.

6. Course Schedule

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

2 YEAR PROGRAM	
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) Participate in Conditioning Sessions (Supervisor Delivery)
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION (BINNACLE ONLINE DELIVERY)
	SISXIND011 Maintain sport, fitness and recreation industry knowledge BSBPEF301 Organise personal work priorities SISSPAR009 Participate in conditioning for sport BSBPEF202 Plan and apply time management* BSBSUS211 Participate in sustainable work practices* **** 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
	Recreation Group Exercise Program
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	HLTWHS001 Participate in workplace health and safety SISXCCS004 Provide quality service SISXFAC006 Maintain activity equipment SISXEMR003 Respond to emergency situations 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 HLTAID009 Provide cardiopulmonary resuscitation

<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).

YEAR 2

TERM 5	**TOPICS COVERED**
	Deliver Outdoor Recreation Sessions
	SPECIFIC PROJECT REQUIREMENTS
	Deliver Outdoor Recreation Sessions
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	BSBWHS308 Participate in WHS hazard identification, risk assessment and risk control processes

TERM 6	**TOPICS COVERED**
	Sport-Specific Coaching Program Developing Self-Awareness
	SPECIFIC PROJECT REQUIREMENTS
	Plan and Deliver a Sport Development Program Plan and Deliver a Community Recreation Session for Children
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	SISSSCO001 Conduct sport coaching sessions with foundation-level participants BSBPEF302 Develop self-awareness SISXPLD002 Deliver recreation sessions

TERM 7 (PART 1)	**TOPICS COVERED**
	Round-Robin Tournaments Working Effectively with Others Responding to Interpersonal Conflict
	SPECIFIC PROJECT REQUIREMENTS
	Plan and Deliver a Round-Robin Tournament Role-play Conflict Scenarios
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	BSBTWK201 Work effectively with others SISXPLD004 Facilitate groups

Qualification scheduled for finalisation:

SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION*

*Finalisation of SIS30122 requires completion of HLTAID011 Provide First Aid

OPTIONAL '4 WEEK ADD-ON' IN TERM 7: 4 x Units of Competency

OPTIONAL TERM 7 (PART 2)	**TOPICS COVERED**
	Officiating Sports
	SPECIFIC PROJECT REQUIREMENTS
	Officiate Modified Games
	UNITS OF COMPETENCY SCHEDULED FOR COMPLETION
	SIRXWHS001 Work safely BSBOPS304 Deliver and monitor a service to customers SISXIND009 Respond to interpersonal conflict HLTAID010 Provide basic emergency life support* ****Completed as part of the nationally recognised HLTAID011 Provide First Aid scheduled in Term 4.***

*Please note that this is a guide only.

7. 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)	SIS30122 Certificate III in Sport, Aquatics and Recreation	Scheduled for Finalisation
BSBPEF301	Organise personal work priorities	Listed Elective	Listed Elective	Term 2
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
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.				

8. Pathways

Students who successfully complete the 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). Binnacle Training will provide training pathway opportunities for consideration as students are approaching course completion. See Figure 2 below.

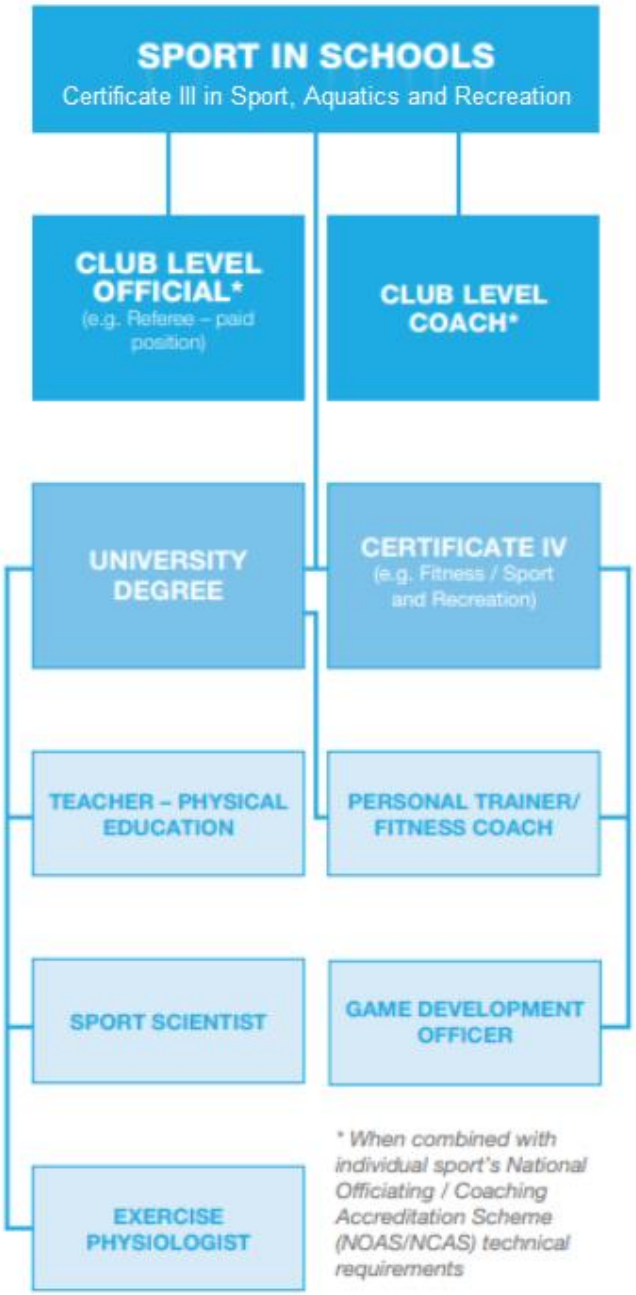


Figure 2. Training and Employment Pathways from SIS30122 Certificate III in Sport, Aquatics and Recreation

9. 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.

10. Student Enrolment

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

11. Definitions and Interpretations

Program. The course(s) or qualification(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.