



Vocational Education & Training (VET) POLICY

Rationale:

The success of Emerson is directly related to our capacity to provide opportunities for our students. To facilitate this, Emerson, where applicable, will provide Vocational Pathway options that build on the successes and achievements of our students in a positive and affirmative manner.

Vocational Education and Training Programs assist students to make the transition to further education, training and employment. Programs offered at Emerson are based on entry-level TAFE courses. These programs are designed so that students can develop general work related competencies and the skills and knowledge required in their selected industry.

Aims:

In line with the Victorian Certificate of Applied Learning (VCAL), Emerson will promote educational opportunities to develop the core competencies in vocational pathways.

Promote Vocational Education & Training (VET) opportunities for year 11 & 12 students, as applicable.

Promote School Based Apprenticeships (SBAT) opportunities for year 11 & 12 students, as applicable.

Implementation:

VET Programs

Are nationally recognised vocational certificates

Count towards the VCAL certificate

Provide students with credits towards the VCAL certificate and a VET qualification

Promote an awareness of the world of work through work placement

Develop general work-related competencies i.e. skills in communication, teamwork, using technology, problem solving, using mathematical ideas and concepts, planning and organising activities, gathering and analysing information and occupational health and safety

Develop the entry level skills and knowledge required to work in a particular industry

Give students a competitive edge in looking for both casual and full time employment post-secondary education

Parental expenditure

In addition to core expenditure, VET programs incur a materials charge for consumable items, particularly where training is undertaken with external agencies (such as food, timber, text books). This charge must be paid before a student will be accepted/enrolled into a program. On a case-by-case basis, VET core expenditure, may be met by Government funding where applicable.

Unique Student Identifier (USI)

All students seeking to be enrolled in VET programs are required, by law, to have a Unique Student Identifier (USI).

The USI is to be provided to Emerson administration prior to VET enrolment.
For further information <http://www.usi.gov.au>

School Based Apprenticeships and Traineeships (SBAT)

The School Based Apprenticeship and Traineeship program for Emerson students is open to students in their last two years of secondary education who are permanent residents of Australia. The program involves the students undertaking their VCAL certificate as well as being employed and trained in the following arrangements:

VCAL studies

A training agreement registered with the Office of Training and Tertiary Education (OTTE)

A negotiated training program leading to a nationally recognised qualification

Paid work under some form of industrial agreement that endorses Part-time Apprenticeships, such as a Federal Industrial Award, Australian Workplace Agreement (AWA) or Certified Agreement (CA)

For further information <http://www.vcaa.vic.edu.au/vet/programs>

Structured Workplace Learning

Some VET programs have compulsory work placement components and others do not. Courses with work placement components require students to do structured work experience in their chosen industry. The amount of work placement for each program varies. The time when the work placement is done varies. Family holidays should be organised to accommodate the work placement commitments. Some VET programs may operate over school holiday breaks in order to meet designated hours for the program.

Students will be expected to assist with the organisation of work placement. They are required to get legal forms signed and in some cases, attend an interview with prospective employers. Students should initially try to find their own work placement, which would be subject to school approval. Students who find their own work placement should select one that suits their own travel requirements.

Transport

Students are expected to organise their own transport to and from VET school or TAFE/Registered Training Organisation (RTO).

Student Commitment

There are many advantages for students who choose to do a VET program. Emerson School is committed to doing all that it can to ensure that students gain entry to and are successful in the VET program of their choice. Students need to be committed to their VET program. They will be expected to:

Meet application deadlines, prepare for and attend interviews on time.

Attend classes on time and on a regular basis.

Notify the school, RTO or TAFE of an impending absence.

Always act in a responsible manner at school, RTO, TAFE or workplace.

Abide by the rules of the school, an RTO or TAFE.

Always be prepared for classes and have the necessary equipment.

Organise and complete work placement as required.

Promptly notify Emerson School's Vocational Pathway Coordinator/VET Coordinator whenever problems or queries occur.

Certification

Students receive a Statement of VET Modules or Units of Competence at the end of each participatory year. Only VET units with a result of S or C are reported on the VCAL Statement of Results or are sent to VTAC or VCAA. A result of N or J for a VET unit is not calculated.

The Statement of VET Modules or Units of Competence lists each module satisfactorily completed as a part of the VCAL/VET program. The statement is cumulative and reports modules undertaken in both the current and previous years.

Students who satisfactorily complete a VCAL/VET program will receive a Certificate for the qualification achieved.

This Certificate will be provided by their RTO.

Evaluation:

This policy will be reviewed on a bi-annual basis.

Emerson School Council last ratified this policy in **September 2021**