

Longreach State High School

RTO number: 30391



FSK20119 Certificate II in Skills for Work and Vocational Pathways

Qualification description

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways. It is suitable for individuals who require:

- a pathway to employment or further vocational training
- reading, writing, oral communication, learning and numeracy skills primarily aligned to the Australian Core Skills Framework (ACSF) Level 3
- entry level digital literacy and employability skills
- a vocational training and employment plan.

Entry requirements

There are no entry requirements for this qualification.

Duration and location

This is a two-year course delivered in Years 11 and 12 on site at Barcaldine P-12 State School.

Course units

To attain a FSK20119 Certificate II in Work Skills and Vocational Pathways, 14 units of competency must be achieved:

Unit code	Title
FSKLRG011	Use routine strategies for work-related learning
FSKNUM014	Calculate with whole numbers and familiar fractions, decimals and percentages for work
FSKNUM015	Estimate, measure and calculate with routine metric measurements for work
FSKNUM017	Use familiar and routine maps and plans for work
FSKWTG008	Complete routine workplace formatted texts
FSKWTG009	Write routine workplace texts
FSKOCM007	Interact effectively with others at work
FSKRDG008	Read and respond to information in routine visual and graphic texts
FSKRDG010	Read and respond to routine workplace information
FSKLRG009	Use strategies to respond to routine workplace problems
FSKDIG002	Use digital technology for routine and simple workplace task
TLIF0025	Follow work health and safety procedures
TLIP2032	Maintain petty cash account
TLIK2003	Apply keyboard skills

RTO obligation

The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

Students who are deemed competent in all 14 units of competency will be awarded a Qualification and a Record of Results.

Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

Delivery modes

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- work-based learning
- guided learning
- online training.

Work placement

Students are provided with the opportunity to do structured workplace learning, where they could work in a real office environment.

Assessment

Assessment is competency based and completed in a simulated business environment.

Units of competency are clustered and assessed in this way to replicate what occurs in a business office as closely as possible.

Assessment techniques include:

- observation
- folios of work
- questioning
- projects
- written and practical tasks.

Fees

There are no additional costs involved in this course.

Pathways

This qualification may articulate into:

- BSB30115 Certificate III in Business
- BSB40215 Certificate IV in Business
- work within a business/office administration area.

See other financial qualifications at training.gov.au.

AHC10216 Certificate I in Agrifood Operations

Qualification description

This qualification is an entry-level qualification aimed at individuals entering the agriculture, horticulture and conservation and land management industries. It allows individuals to develop basic skills and knowledge to prepare for work. They may undertake a range of simple tasks under close supervision. The range of technical skills and knowledge is limited.

Entry requirements

There are no entry requirements for this qualification.

Duration and location

This is a two-year course delivered in Years 11 and 12 on site at Barcaldine P-12 State School.

Delivery modes

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- work-based learning
- guided learning
- online training.

Work placement

Students are provided with the opportunity to do structured workplace learning, where they could work in a real office environment.

Course units

To attain a AHC10216 Certificate I in Agrifood Operations, 6 units of competency must be achieved:

Unit code	Title
AHCWHS101	WORK SAFELY
AHCWRK101	MAINTAIN THE WORKPLACE
AHCPGD102	SUPPORT GARDENING WORK
AHCIRG102	SUPPORT IRRIGATION WORK
AHCNSY101	SUPPORT NURSERY WORK
AHCNSY201	POT UP PLANTS

Assessment

Assessment is competency based and completed in a simulated nursery environment.

Units of competency are clustered and assessed in this way to replicate what occurs in a business office as closely as possible.

Assessment techniques include:

- observation
- questioning
- projects
- written and practical tasks.

Fees

There are no additional costs involved in this course.

RTO obligation

The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

Students who are deemed competent in all 12 units of competency will be awarded a Qualification and a Record of Results.

Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

Pathways

This qualification may articulate into:

- AHC20116 Certificate II in Agriculture
- AHC30716 Certificate III in Horticulture
- work within a rural skills area.

See other financial qualifications at training.gov.au.

ICT20120 Certificate II in Applied Digital Technology

Qualification description

This pathways qualification provides the foundation skills and knowledge to use basic applied digital technologies in varied contexts.

The qualification is designed for those developing the necessary digital and technology skills in preparation for work.

These individuals carry out a range of basic procedural and operational tasks that require digital and technology skills. They perform a range of mainly routine tasks using limited practical skills and knowledge in a defined context. The qualification is suitable for someone generally performing under direct supervision.

Entry requirements

There are no entry requirements for this qualification.

Duration and location

This is a two-year course delivered in Years 11 and 12 on site at Barcaldine P-12 State School.

Course units

To attain a ICT20120 Certificate II in Applied Digital Technology, 12 units of competency must be achieved:

Unit code	Title
BSBWHS201	Participate in OHS processes
BSBSUS211	Participate in sustainable work practices
ICTICT213	Use computer operating systems and hardware
ICTICT202	Work and communicate effectively in an IT environment
ICTICT214	Operate application software packages
ICTICT215	Operate a digital media technology package
ICTICT224	Integrate commercial computing packages
BSBTEC303	Create electronic presentations
BSBTEC201	Use business software applications
ICTSAS214	Protect from spam and destructive software
BSBTEC302	Design and produce spreadsheets
ICTSAS308	Run Standard diagnostic tests

RTO obligation

The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

Students who are deemed competent in all 12 units of competency will be awarded a Qualification and a Record of Results.

Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

Delivery modes

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- work-based learning
- guided learning
- online training.

Work placement

Students are provided with the opportunity to do structured workplace learning, where they could work in a real office environment.

Assessment

Assessment is competency based and completed in a simulated IT environment.

Units of competency are clustered and assessed in this way to replicate what occurs in a business office as closely as possible.

Assessment techniques include:

- observation
- folios of work
- questioning
- projects
- written and practical tasks.

Fees

There are no additional costs involved in this course.

Pathways

This qualification may articulate into:

- ICT30120 Certificate III in Information Technology
- ICT401205 Certificate IV in Information Technology
- work within a information technology area.

See other technology qualifications at training.gov.au.



SIT20416 - Certificate II in Kitchen Operations

The nationally recognised qualification, SIT20416 - Certificate II in Kitchen Operations is offered by CQUniversity Australia, RTO Code 40939. Longreach State High School will conduct training, assessment and recruitment on behalf of CQUniversity. CQUniversity is responsible for the course and issuance of qualifications. For further information on this course or about CQUniversity please access www.cqu.edu.au/tafe

This qualification reflects the role of individuals working in kitchens who use a defined and limited range of food preparation and cookery skills to prepare food and menu items. They are involved in mainly routine and repetitive tasks and work under direct supervision. This qualification does not provide the skills required by commercial cooks, which are covered in SIT30816 Certificate III in Commercial Cookery. This qualification provides a pathway to work in kitchen operations in organisations such as restaurants, hotels, catering operations, clubs, pubs, cafes, and coffee shops; and institutions such as aged care facilities, hospitals, prisons, and schools.

Students will also develop knowledge and skills in the service of food and beverage typical of front of house hospitality operations.

Also please note that the endorsement of a new Hospitality Training Package is due in approximately June 2022. CQU will work directly with Longreach State High School and cluster schools to transition to the new Training Package.

Units of Study

CORE

BSBWOR203 Work effectively with others
SITHCCC001 Use food preparation equipment
SITHCCC005 Prepare dishes using basic methods of cookery
SITHCCC011 Use cookery skills effectively
SITHKOP001 Clean kitchen premises and equipment
SITXFSA001 Use hygienic practices for food safety
SITXINV002 Maintain the quality of perishable items
SITXWHS001 Participate in safe work practices

ELECTIVES

SITHCCC002 Prepare and present simple dishes
SITHCCC006 Prepare appetisers and salads
SITHCCC008 Prepare vegetable, fruit, egg and farinaceous dishes
SITHFAB004 Prepare and service non-alcoholic beverages
SITHFAB005 Prepare and service espresso coffee

Kitchen Production

- Principles and methods of cookery
- Quality and presentation of food
- Restaurants and cafes in the Hospitality industry
- Implications of Workplace Health & Safety legislation on food production

Beverage Production & Services

- Product knowledge and services of non-alcoholic beverages
- Espresso Coffee “Barista”
- Customer relations, upselling

Food and Beverage Services

- Customer relations & service skills
- Product knowledge
- Roles, careers and interrelationships in the food and beverage sector

Funding may be available to eligible students through the Queensland Government’s VET in Schools (VETiS) program. Alternatively, students will be required to pay fee for services for this course.

Fee for Service: \$1000. 50% of fee to be paid prior to enrolment.

Consumables: \$80 per semester.

Requirements: Student will be required to complete course work using a Learning Management System (LMS). Students will need access to a computer and internet. This can be arranged through schools. Students will also require the completion of the Online Services Consent form to access the LMS.

Future Options

Successful completion of SIT20416 Certificate II in Kitchen Operations will enable further studies in commercial cookery and hospitality.

Approved: 3/3/2022 2022 Original:

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