

Springfield Central State High School

Believe Belong Become

Dear Parent/Guardian

External Vocational Education and Training (VET) Courses provide students with the opportunity to attain a nationally recognised qualification as well as their Queensland Certificate of Education (QCE) alongside gaining valuable work skills and experience. In most instances, students complete their course one day a week and remain at school for the other four days until their course is complete.

Multiple courses are available for numerous career pathways and require a partnership between our school, the training organisation and families to be effective.

It is essential that students and their families understand the commitment they are undertaking before the commencement of any position. Students partaking in an external course will be responsible for completing the necessary training and assessment required to achieve their certification. The level of assessment is determined by the training organisation in accordance with their obligations as a Registered Training Organisation (RTO). It is a school expectation that students maintain passing grades for all other school subjects and remain on track to complete their QCE.

Springfield Central State High supports students throughout their external course by utilising the Senior Pathways office staff. It is a requirement that upon commencement of an external course, students reduce their school subject load by one subject. It is suggested that this “dropped” subject be an elective subject that falls on the day of the course. Students will be granted an Independent Study Line (ISL) to catch up on missed class work or to complete course workbooks. All students are expected to self-regulate and manage their time efficiently during these lessons. Students failing to meet these expectations may be returned to a structured class environment and possibly removed from their external course.

Various courses are funded by the Australian Government, this is known as VETis funding and is limited to one course per student. For this reason, it is essential that students and their families choose their course carefully. Participation in external courses of study impacting on a student’s school program requires school approval. Before our school will issue approval, relevance of the course to the student’s future must be proven.

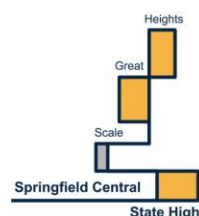
Students undertaking an external course are representing themselves and our school and must demonstrate our school’s core values (Respect, Responsibility, Relationships and Resilience) at all times. This includes

- Completing course work on time
- Communication with staff when help is needed
- Turning up to class on time
- Wearing correct attire
- Absences must be reported to the course provider and Pathways office
- If a school exam conflicts with a course day, students need to report this to bluepathways@springfieldcentralshs.eq.edu.au as soon as known so alternate arrangements can be negotiated

www.springfieldcentralshs.edu.au

90 Parkland Drive, Springfield Qld 4300 PO Box 4787, Springfield Qld 4300 T 07 3470 6222

The Queensland Department of Education trading as Education Queensland International (EQI) CRICOS Provider Number: 00608A and RTO 40560



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How to Apply

For most courses, students will submit an online Expression of Interest (EOI) to the course provider with the help of Senior Pathways Staff. EOIs require a USI number which can be obtained from www.usi.gov.au. The course provider will then email to seek school and parent approval to complete the application process. Once your child has been approved placement emails and/or letters of confirmation will be sent to parents/care givers from the provider. If you don't receive this confirmation in a timely manner please contact the Senior Pathways Staff.

If you support your child's enrolment in an external course please complete the following form and return to Mrs Andrews.

Yours sincerely



Jo Andrews
Head of Department Pathways



Anne Lawson
Principal

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