**Vocational Education and Training (VET)**

**Delivered to Secondary Students Policy**

**General Statement**

Vocational Education and Training (VET) programs are approved by the VCAA (Victorian Curriculum and Assessment Authority) following consultation with schools, industry and training providers. Programs lead to nationally recognised qualifications.

JSA provides placements for VET courses, delivered either onsite (if a Cert IV Training and Assessment trained teacher is available) and/or at a local registered training authority (RTA).

The number of enrolments for each VET course vary from year to year. Priority will be given to students enrolled in the full/part VPC program. Students enrolled in the Pathways Certificate or Year 10 may be offered an enrolment if a position is available.

Following DET guidelines, VET course credits will not contribute towards students’ VPC certificate. However, students who complete the VET program will have the opportunity to complete 120 hours of instruction. Course units are selected by the VET Teachers in consultation VET Coordinator.

Some students may also complete specifically selected units within the VET program in accordance with their Individual Education Plan.

**Coordination**

VET will be coordinated by the Secondary Sub School Leader. The VET coordinator is supported by the VET Administrator to complete all administrational tasks. In consultation with the VET Coordinator, the VET teachers or local RTA teachers will develop learning and teaching programs that promote engagement and inclusion.

**Teacher Requirements**

VET Teachers require a Cert IV in Training and Assessment and the relevant qualifications according to the specific area.

**Online Portal**

The VET Coordinator will create an online portal account for each student. Students in Term 1 will be required to log in to the Portal, enter their personal details, and complete the online questionnaire. VET Teacher will have access to the Portal to complete assessments observation checklists.

**Assessment**

Students will complete an online assessment at the conclusion of each unit. Assessments are differentiated to meet the individual learning needs of each student.

**Monitoring and Analysing Administration of Results**

Data entry will be undertaken by our Community Support Officer (as our VASS Administrator) on the VASS database. The VASS Administrator will be supported by the RTO consultant, as required.

**Resources:** Funds will be allocated annually for the provision of VET programs.

<https://www2.education.vic.gov.au/pal/vocational-education-and-training-vet-delivered-secondary-students/policy>

**Evaluation:** This policy will be reviewed as part of the school’s three year policy review cycle.

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| **Ratified at School Council** | 29th October 2020 |
| **Review Date** | Term 4 2023 |