Welcome to the Queensland Studies Authority VET Update. This newsletter provides information about practical aspects of VET in schools. All information was correct at time of writing but may be subject to change.

Delegation

The QSA is a delegate of the Training and Employment Recognition Council, and can only register schools to deliver and assess vocational training for students in Years 10, 11 and 12. In 2011, the delegation was increased to include Certificate III and IV qualifications (except qualifications declared as an apprenticeship in Queensland).

National update

National regulator for VET

The Vocational Education and Training (Commonwealth Powers) and Other Acts Amendment Bill 2011 to refer State powers to the Commonwealth was not debated prior to the Queensland Parliament being dissolved on 19 February 2012 and therefore the Bill has lapsed. It will now need to be dealt with by the incoming Government probably in April or May. QSA cannot negotiate a new delegation until the powers have been referred.

It is anticipated that QSA’s delegation arrangements will continue under ASQA for a period of time. Therefore, for schools registered by QSA, there are no anticipated changes to registration processes or their registration status in the near future. The QSA will inform school RTOs of any changes as they become known.

As a result, the VET Branch workshops on effective VET coordination and RTO management have been postponed to August 2012. Workshop information is available at: <http://www.qsa.qld.edu.au/3323.html>.

National Skills Standards Council (NSSC)

At a meeting at the end of 2011, the NSSC agreed that the Determination of Trainer and Assessor Competencies for Trainers and Assessors (currently published within the AQTF Users’ Guides) be amended. The QSA has produced a memo (number 026/12) with further information.

Quality Indicator Reports

Quality Indicator Reports are due by 30 June 2012. These reports are based on 2011 data and 2011 survey responses.

Schools will be contacted via email with further information and instructions in the near future.

National VET E-learning Strategy

The National VET E-learning Strategy, an initiative aimed at strengthening the Australian training sector’s use of new technologies to improve workforce skill levels, launched their new website in late March.

The National VET E-learning Strategy (which replaces the Australian Flexible Learning Framework) is the responsibility of the Flexible Learning Advisory Group (FLAG), a key policy advisory group on national directions and priorities for information and communication technologies in the VET sector.
The Strategy’s website is an online resource for a three year (2012-2015) program of action.

For more information on the National VET E-learning Strategy, visit: <http://flexiblelearning.net.au>.


### Australian Qualifications Framework (AQF)

The AQF levels define the relative complexity and depth of achievement and the autonomy required of graduates to demonstrate that achievement. The levels are defined by criteria expressed as learning outcomes. The learning outcomes are expressed in the terms of knowledge, skills and the application of knowledge and skills.

**Certificate I** qualifies individuals with basic function knowledge and skills to undertake work, further learning and community involvement.

**Certificate II** qualifies individuals to undertake mainly routine work and as a pathway to further learning.

**Certificate III** qualifies individuals who apply a broad range of knowledge and skills in varied contexts to undertake skilled work and as a pathway for further learning. The application of knowledge and skills at this level requires taking responsibility for the output of others.

While Degree or Bachelor qualifications have a higher level application of knowledge and skills, they do not require students to be responsible for others.

School RTOs are encouraged to look closely at the AQF information provided in Training Packages as well as the Employability Skills Summary provided in qualification packaging rules to assist in preparation of training and assessment of students.

### VET data

#### SDCS data

Over 500 people attended the 22 half-day workshops held earlier this year and feedback shows they were well received.

As outlined at those workshops, QSA is increasing efforts to improve the quality of VET data. By now, school RTOs with identifiable VET data issues following SDCS data submission 1, will have been contacted via an email to the VET coordinator and the general school email address as identified on the DET website. If you were not contacted, either you had no (identifiable) errors or you had not submitted any VET data. Another round of emails is planned for mid-September.

#### Learning accounts

Schools are also urged to encourage your students (and provide opportunities for them) to check their learning accounts well before the completion of Year 12. This will reduce the number of errors in Senior Education Profiles as well as the number of appeals resulting from student lack of understanding regarding the information in their learning accounts.

Please note that students need to contact non-school RTOs directly if information is not in their learning accounts. QSA is unable to contact these RTOs on a student’s or school’s behalf.

#### Registration and Audits

### Training and assessment strategies prior to audit

Starting this year, a change to post-initial, renewal and compliance audit processes is that current training and assessment strategies (TAS) need to be submitted prior to all site audits by a date provided by the
By now, the VET Coordinator should have access to all current training and assessment strategies.

New RTO for 2013

Any school wanting to become an RTO in 2013 must contact the VET Branch about initial registration as soon as possible. An RTO 1(a) Application for initial registration form and the AQTF self-assessment tool – initial registration must be completed and submitted by Wednesday 1 August 2012. This will allow time for the site audit and for your application to be processed by the end of 2012.

Changes to scope

If your school RTO is considering changing the scope of registration for 2013 delivery, particularly extending the scope of registration for new qualifications or courses, you need to start planning now.

The school RTO must send an RTO2 - Application to amend scope of registration and Wednesday 1 August 2012 is the due date for all applications for extension to scope with planned delivery in 2013. This will allow time for risk assessment and audit processes. The Amending Scope of Registration page on our website <https://www.qsa.qld.edu.au/12264.html> provides advice regarding preparation prior to submitting an RTO2 application. Do not submit an RTO2 application unless your school RTO can meet all the requirements of Standard 1 (Elements 1.2 – 1.5).

QSA services

QSA VET workshops – Semester 2, 2012

The VET data in SDCS workshops were well received in Term 1 this year.

The VET coordinator workshops have been moved to August as the main focus of the workshops was the school RTOs’ responsibilities relating to meeting national standards under QSA’s delegation from the National VET Regulator (ASQA).

Consequently, the QSA has scheduled the following workshops in Semester 2 2012:

- Being an effective VET coordinator/RTO manager (August)
- Developing VET assessment tools (September – October 2012)

Workshop information is available here: <http://www.qsa.qld.edu.au/3323.html>.

The QSA has not sponsored or authorised, nor does it endorse any workshops other than those advertised on the QSA website.

QSA website

The website resources continue to be developed and school RTOs are encouraged to visit the VET section of the QSA website regularly: <http://www.qsa.qld.edu.au/576.html>.

A word of warning: simply using the tools does not automatically make you compliant! How they are used makes all the difference.

Training packages information

Qualifications that are not on the supported list

It is the school RTOs responsibility to keep informed of changes to training packages/courses that are not on the QSA-supported VET qualifications list available here: <https://www.qsa.qld.edu.au/3143.html>

This includes new Training Packages, changes to packaging rules, changes to units of competency etc.

Certificate I qualifications

A number of schools have contacted the VET Branch recently regarding whether...
Certificate I qualifications still contribute towards the awarding of the QCE. The answer is YES! They are still a valid pathway for students and still contribute credit towards the QCE and at this stage the QSA has no plans for this to change.

**Hospitality**

Schools are reminded that SIT20207 Certificate II in Hospitality has as a mandatory requirement delivery of one of the following two units (as per packaging rules):

- SITFAB020A *Apply food and beverage skills in the workplace*; or
- SITIND002A *Apply hospitality skills in the workplace*.

As the unit titles imply, these units must be done in the workplace. See the evidence guide requirements for further information.

**Verification of advice**

School RTOs receive advice and offers of assistance to improve their operations from many sources. If you receive advice regarding your RTO operations, ensure that you assess the merit of the advice. You can do this in a number of ways. Some examples could be by comparing the advice to the *Users’ Guide* of AQTF, referencing legislation that may be applicable, examining the assessment guidelines of the Training Package or even comparing it to information on the QSA VET website. If in doubt, contact the VET branch on 3864 0381.

**Contact the QSA VET people**

Phone 3864 0381 or email <vet@qsa.qld.edu.au>.