

2027 Work Ready Pathway

MAY 2026



Pacific Pines State High

Dear Parents/Guardians and Students,

Pacific Pines State High is pleased to announce that we are now taking enrolments for our innovative program – the Pacific Pines Work Ready Pathway for 2027 Year 11 students.

The Work Ready Pathway is an excellence in work program designed for selected students who have a focus on both school studies and pathways into work. This Program enables students to actively prioritise completing a school-based apprenticeship or traineeship, various vocational qualifications, and/or work experience, whilst still completing their school studies. Students will obtain their QCE (Queensland Certificate of Education) up to a year earlier and therefore can graduate from high school earlier. Students may then be able to move into full-time apprenticeships, traineeships, or meaningful and sustainable employment. Alternatively, this Program may be a suitable pathway for those students who wish to go into tertiary studies directly after obtaining their QCE. These students are strongly encouraged to discuss tertiary entry with Julie Paul or Marg Tonge prior to applying for the Work Ready Pathway.

Entry Requirements:

- **All SRS fees are to be paid in full or a payment plan in place prior to program commencement**
- Minimum B/C in Year 10 subject results
- 90%+ consistent attendance
- Record of very positive behaviour
- Students must confirm their career pathway and VET course enrolments prior to Program commencement
- Enrichment program costs e.g. First Aid (\$95 approx.), Responsible Service of Alcohol & Responsible Service of Gambling (\$40 approx.) and excursions
- Additional costs for other chosen external Cert II/III courses e.g. Certificate IV in Crime & Justice
- Student timetable will comprise of the following:
 - Students must attend (4) days of structured classes (Monday, Tuesday, Thursday and Friday)
 - Students **MUST** attend TAFE/traineeship/apprenticeship/work experience (on Wednesdays preferably), as PRE-ARRANGED with the school
- Return completed Work Ready Program Prospectus/Application Form including the 'My Future' section, WRP Agreement Contracts
- Interview with Mrs Gutteridge (Head of Department – Business and Home Economics, RTO Manager) and/or Mrs Erntner (Program Co-ordinator).

The 'My Future' form is the focus for the student's Work Ready Pathway, and should be actively supported by parent/guardian.

If you are interested in applying for the Work Ready Pathway, please complete the attached application form. For further information you can contact Ms Gutteridge bdenn28@eq.edu.au.

Kind regards,



Damien Burke
Principal

VETis Funding – Information and Permission form

Dear Parent/guardian,

Your student has expressed interest in enrolling in a Certificate II qualification which is VETis funded. Once your student completes their qualification, they will have exhausted their VETis funding for any other Certificate qualifications. For further information on VETis funding please visit

<https://training.qld.gov.au/providers/funded/vetis>.

There are however various other forms of funding which your student may wish to use during and after their high school education. There are also other courses students can participate in that require a fee (fee for service) such as the TAFE Schools Program. Please contact the school Industrial Liaison Officer for further information.

Can you please complete the below to confirm that you fully understand your student's use of their VETis funding.



Damien Burke

Principal

Student name _____ (please print)

Student qualification using VETis funding: _____ (please print)

Parent/Carer name: _____ (please print)

Parent/Carer Signature _____ Date: _____

Work Ready Pathway – 2027 – Application Form

Applicant Details			
Surname:		Given names:	
Parent/Guardian Details			
Name/s:			
Address:			
Phone:		Email:	
<p>Please note that all students will be required to complete;</p> <ul style="list-style-type: none"> • Certificate III Business (BSB30120) • Certificate II Tourism (SIT20122) • Certificate II Skills for Work and Vocational Pathways (FSK20119) • Certificate I Basic Financial Literacy (FNS10120) • First Aid Skill Set • Short Course Literacy • Short Course Numeracy • Responsible Service of Alcohol, Responsible Service of Gambling 			
<p>Please indicate below which activities you commit to participate in as part of this program;</p>			
<input type="checkbox"/>	<p>School based traineeship eg</p> <ul style="list-style-type: none"> • Retail, • Early childhood education • Hospitality • Business • Other: _____ (please specify) 	<input type="checkbox"/>	<p>School based apprenticeship eg</p> <ul style="list-style-type: none"> • Electrician • Carpenter • Plumber • Auto mechanic • Chef • Hairdresser • Other : _____ (please specify)
<input type="checkbox"/>	<p>Work Experience (career/pathway related)</p>	<input type="checkbox"/>	<p>External vocational training eg TAFE course</p>

Please note: that minimum required attendance is required for 2026 in order to be considered for this program.

For more information, please contact Ms Gutteridge (bdenn28@eq.edu.au).

All applications to be returned to Senior Student Services Office by **Friday Term 3, Week 2.**

OFFICE USE ONLY – Senior Focus Pathway	
ACCEPTED:	NOT ACCEPTED:

Unique Student Identifier Collection, Verification and Privacy Form

To apply for your USI, please follow the steps below:

Step 1

Have your Medicare card or a colour picture of it handy as you are required to have your Medicare card number, your individual reference number and your card colour (yellow, green or blue)



Step 2. Click onto <https://www.usi.gov.au/students/get-a-usi> on a computer or mobile device and complete the online application.

Step 3. Complete the below details including your USI number that will be automatically emailed to you at the end of the process.

Step 4. Please make sure that both parent and student signatures have been completed on the back of this form.

Student details									
Student's full legal name									
Date of birth									
<i>Enter your USI (if you already have one)</i>									
Unique Student Identifier									

You are advised and agree that you understand and consent to use of the personal information you provide about your application and verification of a Unique Student Identifier (USI).

From 1 January 2015, we Pacific Pines State High School can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a USI.

The USI is collected by the student identifiers registrar for the purpose of:

- applying for, verifying and giving a USI prior to issuance of Australian Qualification Framework (AQF) certification documentation and
- replacement of an authenticated AQF certification documentation
- recording a student’s final outcomes that will be made available on the national USI register.

A student’s verified USI and final assessment outcomes may be disclosed to:

- Commonwealth and State or Territory government departments, agencies and statutory bodies performing functions in relation to VET for:
 - the purpose of administering and auditing VET, VET providers and VET programs
 - educational related policy and research purposes and
 - to assist in determining eligibility for training subsidies
- VET regulators to enable them to perform their VET regulatory functions
- VET admission bodies for the purpose of administering VET and VET programs
- current and former registered training organisations (RTOs) to enable them to deliver VET courses to the individual, meeting their reporting obligations under the Standards for RTOs and the national USI scheme
- schools for the purpose of delivering VET courses to the individual and reporting on these courses
- the National Centre for Vocational Education Research Ltd (NCVER) for the purpose of creating authenticated VET transcripts, resolving problems with USIs and the collection, preparation and auditing of national VET statistics to which you may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted
- any other authorised person or entity required by law to access the information to perform functions in the administration of the USI system and will not otherwise be disclosed without your consent unless authorised or required by or under law.

Please Complete Student Declaration

Declaration			
<input type="checkbox"/> I hereby give permission for Pacific Pines State High School to use, and for the disclosure of, my personal information (which may include sensitive information) to verify, and my USI along with my final outcomes as indicated above.			
Student name		Parent/carer name	
Student signature		Parent/carer signature	
Date		Date	

My Future

My Future is a snapshot of what feel your current career and study goals are. The 'My Future' website has an exceptional range of resources surrounding industries, occupations, courses, average pay, and even a career quiz to help you decide!

Visit the myfuture website (www.myfuture.edu.au), go to 'My Career Profile' and work your way through 'Activities', 'Results' and 'Suggested Occupations' to find out your possible career interests.

If you already know what your career preferences are, go to 'My Future' and search in 'Occupations' (from menu). Explore the 'Overview', 'Pathways' and 'Prospects' tabs at the top to complete the below sections;

My goals	First Preference	Second Preference
Career/sport/study/financial etc goal		
Skills/Experience/Education/Training Required		
Where/how can you do this		
What are the prerequisites/personal qualities needed to be successful		
How much does it cost		
How long does it take e.g. 1 year		
Travel plans to & from		
Job prospects; Salary ~ Weekly hours ~ Job openings		
Work experience potential 'Host Employers' list		
Identify your relevant network for your chosen goal i.e. list the family, friends, neighbours etc who may be able to help you get work experience or a job		

Work Ready Pathway - Student agreement

I commit to fully participate in the Work Ready Pathway at Pacific Pines State High.

I aim to learn every day and do my best at school while following school routines and expectations. In signing this agreement, I agree to:

- Arrive at school/work experience placement/school-based traineeship/apprenticeship on time
- Complete any course work and assignments on time – including external courses and qualifications
- Maintain my attendance above 90%
- Proactively seek a traineeship or apprenticeship, and/or work experience placement (with support of school)
- Be ready to learn and always do my best
- Have a positive attitude
- Ask for help when I need it
- Follow the school rules and values
- Work with my teachers and parents/guardians to achieve my goals
- Conduct myself as a safe, responsible and respectful learner during class, work experience, school-based traineeship/apprenticeship, external courses and qualifications, and excursions
- Maintain a high standard of personal presentation, hygiene and grooming (clean and ironed clothes, use deodorant, neat and tidy hair and nails) during class, work experience, school-based traineeship/apprenticeship, external courses and qualifications, and excursions
- Participate in a 3-monthly review of progress.
- Are aware that students participating in this program will complete both Year 11 and Year 12 within the same year. They will also attend the formal in the year they graduate.

I have read and understood the information contained in this agreement and will abide by it.

Student name: _____ (please print)

Student signature: _____ Date: _____

Work Ready Pathway - Parent/guardian Agreement:

I commit to encouraging my student to participate in the Work Ready Pathway at Pacific Pines State High. In signing this agreement, I agree to:

- Send my student to school on the nominated days
- Make sure my student arrives at school on time (school starts at 8.45 am)
- Make sure my student arrives at work experience or school-based traineeship/apprenticeship on time
- external courses and qualifications, and excursions on time
- Encourage and support my student's learning at home
- Help my student to establish a good study routine so that they can complete schoolwork on time
- Talk with teachers about any problems that may affect my student's learning
- Be open and responsive to communication from my student's teachers or other school staff
- Encourage my student to do his/her course work and to ask for help at school if needed
- Participate in a 3-monthly review of your student's progress, if required.
- Are aware that students participating in this program will complete both Year 11 and Year 12 within the same year. They will also attend the formal in the year they graduate.

I have read and understood the information contained in this agreement and will abide by it.

Parent's/Guardian's name(s) _____
(please print)

Parents/Guardian's signature(s) _____

Date _____