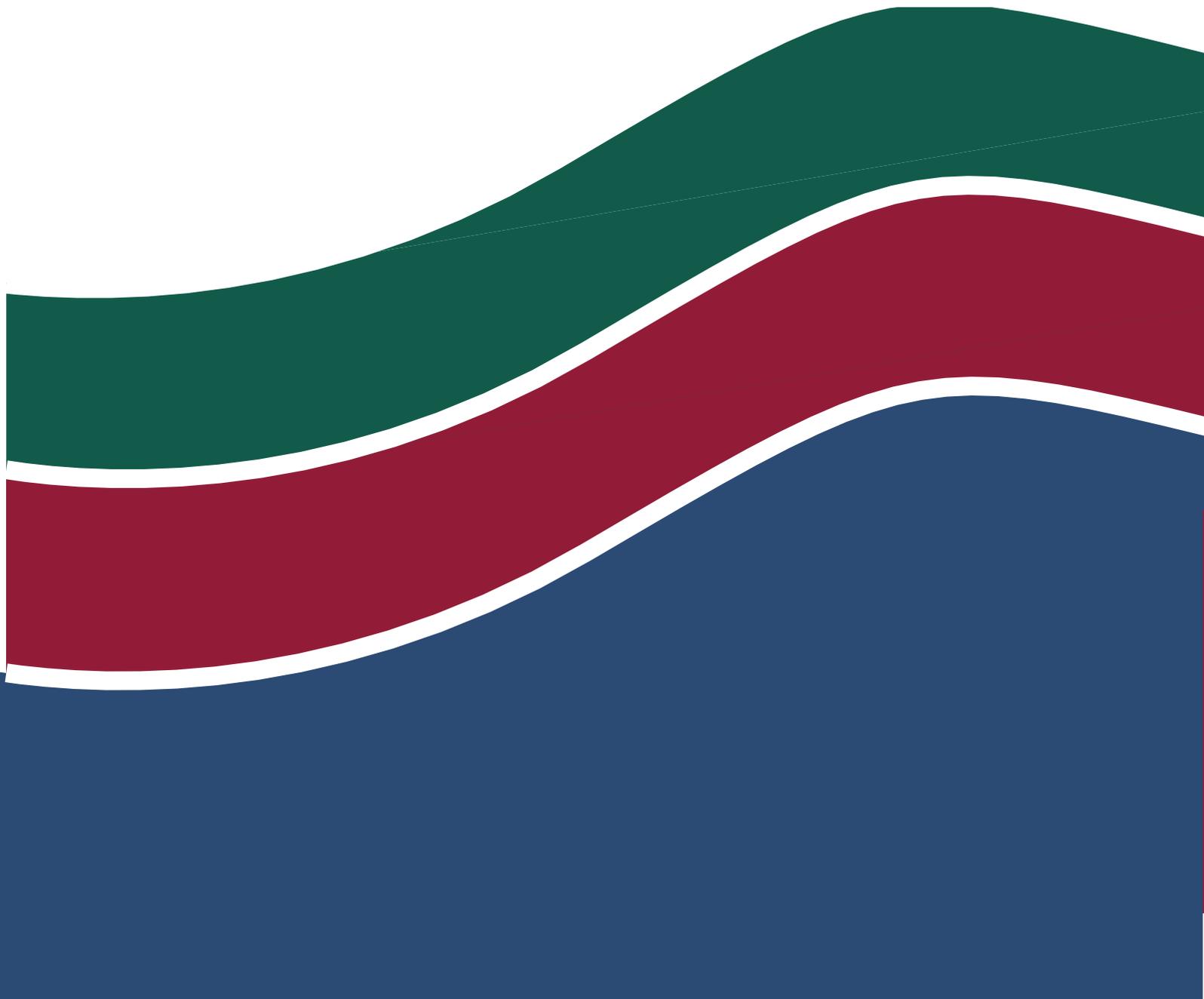




**PACIFIC PINES STATE HIGH**  
**INSPIRING EXCELLENCE TO EMPOWER SUCCESS**

**WORK READY PROGRAM**  
**PROSPECTUS**  
**2022**



Dear Parents/Guardians and Students

Pacific Pines State High is pleased to announce that we are now taking 2022 enrolments for our innovative pathway – the Pacific Pines Work Ready Program for 2022 Year 11 students.

Similar to other trades colleges, the Work Ready Program is designed for eligible students to actively prioritise completing either a school based apprenticeship or traineeship, various vocational qualifications, work experience, as well as work in casual employment. 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. The Work Ready Program is not a suitable pathway for those students who wish to go to university directly after completing year 12 ie ATAR students or those who are immediately looking to join the workforce.

### Entry Requirements:

- All SRS fees are to be paid in full or have entered into a payment plan prior to Program commencement
- C in Maths & English
- 90%+ consistent attendance and record of positive behaviour
- Students must confirm their career pathway and VET course enrolments prior to Program commencement
- Enrichment program costs eg First Aid, ABW and Brake – invoice will be sent
- Additional costs for other chosen Cert II/III courses eg Certificate Crime & Justice
- Student timetable will comprise of the following:
  - Students must attend three (3) days of structured classes
  - Students must attend the Learning Hub on for timetabled study days
  - Students must attend TAFE/traineeship/apprenticeship/work experience, as arranged with the school
- Return completed application form
- Interview with Ms Tonge (Director Senior School), Mrs Paul (Head of Department – Success Senior School), Mrs Gutteridge (Head of Department – Business and VET) and Ms Henningsen (VET Co-ordinator and ILO)
- Return WRP Agreement Contract.

Once accepted into the Work Ready Program, students and parents/guardians are together required to complete their student's 'My Profile', 'My Future', 'My Action Plan' and WRP Agreement Contract with assistance from the Program Coordinators. These documents are then the focus for the student, supported by parent/guardian and the school. These are reviewed with the parents/guardians and student every six months.

If you are interested in applying for the Work Ready Program, please complete the attached application form. For further information you can contact Ms Tonge [mtong4@eq.edu.au](mailto:mtong4@eq.edu.au), Mrs Paul [jpaul60@eq.edu.au](mailto:jpaul60@eq.edu.au), Mrs Gutteridge [bdenn28@eq.edu.au](mailto:bdenn28@eq.edu.au) or Ms Henningsen [shenn47@eq.edu.au](mailto:shenn47@eq.edu.au) .

Regards

Mr Mark Peggrem  
Principal

Ms Marg Tonge  
Director Senior School

## Pacific Pines Work Ready Program – 2022

(for full course details please refer to the 2022 Senior Subject Booklet)

TP Code	Qualification	Length	QCE Points	Registered Training Organisation	Delivery Location	Funding/ Cost	Delivery model	When	Voc Placement	Career Opportunities
<b>Group A - Core/Mandatory: 4 + 8 + 2 = 14 QCE points</b>										
FNS10120	Certificate I in Basic Financial Literacy	1 term	2	PPSH	onsite	na	face to face	As per timetable	na	
FSK20119	Cert II Skills for Work & Vocational Placement	4 terms	4	PPSH	onsite	na	face to face	As per timetable	na	
BSB30120	Cert III Business	4 terms	8	PPSH	onsite	na	face to face	As per timetable	na	
<b>Group B - Career Electives (choose 1 VETIS qualification, and/or school based traineeship or apprenticeship, and/or alternative qualification). Must = minimum of 8 QCE points</b>										
SHB20216	Certificate II Salon Assistant	4 terms	4	GC School of Hairdressing	offsite	VETIS	face to face	Fridays	work experience option	salon assistant = pre apprenticeship barber/hairdresser
10283NAT	Certificate IV Crime & Justice	4 terms	7	Unity College	na	\$700	online - 1 mandatory face to face workshop	na	work experience option	Youth justice, compliance officer, legal secretary, customs officer, court services officer, corrective services officer, police officer
TLI21815	Cert II Logistics	2 terms	4	Strategix	onsite	VETIS	face to face	L5 to 4.30pm Wednesdays	work experience option	Logistics officer/clerk, forklift operator, warehouse storeperson = pre traineeship
AHC20416	Cert II Horticulture	2 terms	4	DGT Employment & Training	onsite	VETIS	face to face	L5 to 4.30pm Wednesdays	work experience option	assistant - landscaper, gardener, grounds person, nursery person, = pre trainee/apprentice landscape design, horticulturalist, greenkeeper
CHC22015	Cert II Community Services	4 terms	4	Aurora Training Institute or GC TAFE	Onsite (Aurora) Offsite (GC TAFE)	VETIS	face to face	L5 to 4.30pm Wednesdays (Aurora), TBC (GC TAFE)	work experience option	Foundation skills as assistant community services worker

ICT20319	Certificate II in Telecommunications Technology	4 terms	4	Aurora Training Institute	onsite	VETIS	Face to face	L5 to 4.30pm Wednesdays	work experience option	Telecommunications rigger, installer (radio base stations), digital network operator, cabler
AVI30316	Certificate III in Aviation (Remote Pilot)	4 terms	8	Specialised Career Solutions - SCS	onsite	VETIS + \$200	face to face	L4-4pm Wednesdays	work experience option	ADF, surveying, mining, police, search & rescue, emergency services, border security, agriculture, media/entertainment, delivery/transport, construction, fisheries, local council, photography, search & rescue = pre fixed wing & helicopter
CPC10111	Certificate I in Construction	2 terms	3	GC Trades College or GC TAFE	offsite	VETIS	face to face	TBC	work experience option	construction assistant/labouring, pre trade for builder, brick/blocklayer, painter, plasterer, formworker, carpenter, concreter, estimator, water proofer, tiler
52700WA	Certificate II in Plumbing	3 terms	4	GC TAFE	offsite	VETIS	face to face	TBC	80 hrs voc place	plumber's TA, pre apprent - plumber, roof plumber, gas fitter
AUR20716	Certificate II in Automotive Vocational Preparation	3 terms	4	GC TAFE, GC Trades	offsite	VETIS	face to face	TBC	work experience option	Vehicle service assistant = pre apprentice light & heavy, motorcycle, diesel, auto elect
UEE22011	Certificate II in Electrotechnology	4	4	GC TAFE, GC Trades	offsite	VETIS	face to face	TBC	work experience option	pre apprentice - electrician, electronics, data & comms, refrig & A/C mech, powerlines,
AUR20616	Certificate II in Marine Mechanical Technology	3 terms	4	GC TAFE	offsite	VETIS	face to face	TBC	work experience option	pre apprentice - marine mech, marine tech

MEM20413	Certificate II in Engineering Pathways	3 terms	4	GC TAFE	offsite	VETIS	face to face	TBC	work experience option	manufacturing, engineering, production - foundry, moulding - pre apprentice - sheet metal, boilermaking, fitter & turner, surface finishing
CUA30715	Certificate III in Design Fundamentals	4 terms	8	GC TAFE (Coomera)	Offsite	\$3030*	Face to face	TBC		Photographer's Assistant, Junior Design Assistant
CUA31015	Certificate III in Screen & Media	4 terms	6	GC TAFE (Coomera)	offsite	\$2020*	Face to face	TBC		Camera and Lighting Assistant, Community Radio Programmer & Presenter, Sound Technician, Media Professional, Web Designer, 3D Modeller, 3D Animator, Assistant Video Editor, Storyboard Designer, Assistant Photographer, Web Design Assistant
ACM20117	Certificate II in Animal Studies	4 terms	4	GC TAFE	offsite	VETIS	Mixed mode	TBC		Assistant Dog Groomer, Animal Shelter Attendant, Veterinary Assistant
SHB20116	Certificate II in Retail Cosmetics	4 terms	4	GC TAFE GC School of Hairdressing	offsite	VETIS	Face to face	TBC		Retail cosmetic assistant
SHB20216	Certificate II in Salon Assistant	4 terms	4	GC TAFE GC School of Hairdressing	offsite	VETIS	Face to face	TBC		Salon Assistant, prevocational course for hairdressing apprenticeship
HLT54115	Diploma of Nursing (partial completion only – 6 units out of 24 units)	3 terms	6	GC TAFE	Offsite	\$4350*	Mixed mode	TBC		Students are required to complete 40hrs of compulsory Vocational Placement)
<b>Any other suitable vocational education training qualification</b>										
SAT's	Certificate III School Based Traineeships/Apprenticeships - does not use VETIS	50 - 100 shifts	6 to 8	various	offsite	na - User Choice		1 day (min) per week	375hrs/50 shifts - 750hrs/100 shifts	

# Vocational Education and Training in Schools

## Fact sheet

### What is VETiS?

Vocational Education and Training in Schools (VETiS) is delivery of nationally recognised qualifications to school students, providing them with the skills and knowledge required for employment in specific industries.

VETiS qualifications can be undertaken in years 10, 11 and 12, and can count towards the Queensland Certificate of Education.

### VETiS options

There are a variety of options available to students to undertake VETiS:

1. as part of their school studies, delivered and resourced by a school registered training organisation (RTO)
2. through fee-for-service arrangements where a parent/student pays for the qualification with an external RTO
3. enrolling in a qualification with an external RTO which is funded by the Department of Education and Training's (DET's) VET investment budget.

Foundation skills required to complete a VETiS qualification are resourced by schools, regardless of how the qualification is funded.

School students can also undertake a vocational qualification through a school-based apprenticeship or traineeship (SAT), where students are employed while undertaking nationally recognised qualifications.

### VETiS funded by the VET investment budget

DET's VET investment budget funds VETiS qualifications at certificate I and II levels that

have been identified in consultation with industry, and are based on national skills shortages, Queensland Government priorities and other evidence relating to effective training pathways that support employment.

These qualifications range across a number of industries and can be viewed by visiting the [Queensland Training Subsidies List](#).

The VET investment budget provides funding for students to complete one VETiS qualification listed on the Queensland Training Subsidies List while at school.

Students are able to undertake any qualification while at school, however students wishing to access the VET investment budget for certificate III qualifications should do so as a SAT.

Other certificate III qualifications may be delivered and funded outside of the SAT pathway, subject to the submission of an [Industry Proposal Funding Submission](#) that outlines localised arrangements between schools and employers.

Such arrangements are a key feature of high quality VETiS.

For a certificate III qualification to be considered for VET Investment funding, submissions must demonstrate:

- local arrangements brokered between employers and schools for employment of VETiS graduates, with evidence of employer consultation
- employers guarantee employment of successful VETiS graduates

- consultation with DET regional offices and schools.

### Choice of RTO

Schools and students undertaking VETiS funded by the VET investment budget will be able to choose any RTO approved by DET as a pre-qualified supplier (PQS) under the Certificate 3 Guarantee for the eligible qualification.

The final choice of RTO and arrangements for enrolment with the selected RTO should be made by the school, in consultation with students and their parents.

PQS and schools who enter into arrangements for the delivery of VETiS are encouraged to articulate each party's roles, responsibilities and expectations in a formal agreement.

A list of PQS approved to deliver each subsidised qualification is published on the [Queensland Skills Gateway](#).

Under the PQS system, funding follows the eligible student to their chosen PQS and is paid directly to the PQS on submission of the student's validated training data.

RTOs that wish to deliver VETiS (funded by the VET investment budget) can visit the Training website for further information on how to [become a PQS](#).

### Fees

VETiS funded by the VET investment budget must be fee-free for students. The government determines the level of subsidy available as a public contribution to the cost of the training, and provides the maximum subsidy for VETiS students in most circumstances. It is intended that the level of subsidy for each VETiS qualification should cover the costs associated with participating in the training.

However, in some instances there may be a shortfall between the subsidy level and the fees charged by the PQS, which is referred to as a co-contribution fee, and this cost is paid by the school to the PQS.

A PQS must disclose its fees upfront and clearly publish them on their website. This allows schools and students to be informed of all training costs and to compare co-contribution fees (if any apply) across different PQS.

### Certificate 3 Guarantee and fee-free training for Year 12 graduates

Regardless of how it is funded, participation in VETiS or a SAT does **not** affect a student's access to fee-free training for Year 12 graduates or subsidised training post-school through the Certificate 3 Guarantee — even if the student has completed a certificate III level qualification at school.

For more information visit [www.training.qld.gov.au/year12feefree](http://www.training.qld.gov.au/year12feefree).

### More information

DET regional offices can assist schools with information on VETiS and funding available through the VET investment budget.

Further information is also available from the Training Queensland Customer Centre on 1300 369 935 or Apprenticeships Info on 1800 210 210.

Parents and students with queries about VETiS and SATs should approach their school in the first instance.

For further information on VETiS in Queensland, visit [www.training.qld.gov.au/vetis](http://www.training.qld.gov.au/vetis).



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e: [principal@pacificpinesshs.eq.edu.au](mailto:principal@pacificpinesshs.eq.edu.au)

### Vocational Education Training in Schools (VETIS) Funding Information/Permission Form

Dear Parent/Guardian,

Your student has expressed interest in enrolling in a certificate I or II qualification which is VETIS funded. Once your student completes their qualification, they will have exhausted their VETIS funding for any other certificate I or II qualifications. For further information on VETIS funding please see attached or;

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

There are however various other forms of funding which your student may wish to use during & after their high school education. Please contact the school ILO (55 025 119) for further information, or see below;

- User Choice Funding – traineeships & apprenticeships
  - <https://training.qld.gov.au/providers/funded/userchoice>
- Certificate 3 Guarantee – funding for eligible yr 13 students for eligible certificate III qualifications
  - <https://training.qld.gov.au/providers/funded/certificate3>

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

Mark Peggrem  
Principal

Marg Tonge  
Head of Department Senior School

Student's Name: \_\_\_\_\_ (Please Print)

Student's Qualification using VETIS funding; \_\_\_\_\_ (Please Print)

Parent/Carer Name: \_\_\_\_\_ (Please Print)

Parent/Carer's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Unique Student Identifier collection, verification and privacy form

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

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 TURN OVER TO 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.			
<input type="checkbox"/> If you would like Pacific Pines State High School to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.			
<b>Student name</b>		<b>Parent/carer name</b>	
<b>Student signature</b>		<b>Parent/carer signature</b>	
<b>Date</b>	Choose date.	<b>Date</b>	Choose date.

If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-USI/> on a computer or mobile device or provide the following so we may apply on your behalf.



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e: principal@pacificpinesshs.eq.edu.au

### WORK READY PROGRAM - 2022 APPLICATION FORM

Applicant Details			
Surname:		Given names:	
Parent/Guardian Details			
Name/s:			
Address:			
Phone:		Email:	
<p><b>Please indicate below which work readiness activities you intend to participate in as part of this program.</b></p> <p>Please note that all students will be required to complete;</p> <ul style="list-style-type: none"> <li>• Certificate III Business (BSB30120)</li> <li>• Certificate II Skills for Work and Vocational Preparation (FSK20119)</li> <li>• Certificate I Basic Financial Literacy (FNS10120)</li> </ul>			
<input type="checkbox"/>	<b>School based traineeship eg</b> <ul style="list-style-type: none"> <li>• Retail,</li> <li>• Early childhood education</li> <li>• Hospitality</li> <li>• Business</li> <li>• Other: _____ (please specify)</li> </ul>	<input type="checkbox"/>	<b>School based apprenticeship eg</b> <ul style="list-style-type: none"> <li>• Electrician</li> <li>• Carpenter</li> <li>• Plumber</li> <li>• Auto mechanic</li> <li>• Chef</li> <li>• Hairdresser</li> <li>• Other : _____ (please specify)</li> </ul>
<input type="checkbox"/>	<b>Work Experience</b> (career/pathway related)	<input type="checkbox"/>	<b>Paid work</b> (career/pathway related or other employment)
<input type="checkbox"/>	<b>External vocational training eg TAFE</b>		

Please note: minimum required attendance is required in 2021 in order to be considered for this program.

**All applications to be returned to Administration Office at Pacific Pines SHS by Friday 30<sup>th</sup> October 2021**

**For more information, please contact Shelly Henningsen on (07) 5502 5119.**

OFFICE USE ONLY – Work Ready Program	
ACCEPTED:	NOT ACCEPTED:

# Pacific Pines Work Ready Program

## My Future

My Future is a snapshot of what feel your current career & 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](http://www.myfuture.edu.au)), go to 'My Career Profile' & work your way through 'Activities', 'Results' & 'Suggested Occupations' to find out your possible career interests. 😊

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

### My career choices

	First Preference	Second Preference
Career Interest (including related or similar occupations)		
Skills/Education/Training Required eg Certificate III, apprenticeship		
Where can you do this		
What are the prerequisites		
How much does it cost		
How long does it take eg 1 year		
Travel plans to & from		
Job prospects; <ul style="list-style-type: none"> <li>- Salary</li> <li>- Weekly hours</li> <li>- Job openings</li> </ul>		
Work experience potential 'Host Employers' list		



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Identify your relevant network for your chosen career preferences ie list the family, friends, neighbours etc who may be able to help you get work experience or a job

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# Pacific Pines Work Ready Program Agreement

## Student's agreement;

I commit to fully participate in the Pacific Pines Work Ready Program 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 school based traineeship/apprenticeships
- 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 to achieve my goals
- Conduct myself as a safe, responsible and respectful learner during class, work experience, and school based traineeship/apprenticeship
- Maintain a high standard of personal presentation and grooming (clean and ironed clothes, use deodorant, neat and tidy hair and nails) during class, work experience, and school based traineeship/apprenticeship.
- Participate in a 6 monthly review of progress

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

\_\_\_\_\_  
Student's name:

\_\_\_\_\_  
Student's signature:

\_\_\_\_\_  
Date:



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## Pacific Pines Work Ready Program Agreement

### Parent/Guardian Agreement;

I commit to encouraging my child to participate in in the Pacific Pines Work Ready Program at Pacific Pines State High.

In signing this agreement, I agree to:

- Send my child to school on the nominated days
- Make sure my child arrives at school on time (school starts at 8.45 am)
- Make sure my child arrives at work experience or school based traineeship/apprenticeship on time
- Encourage and support my child's learning at home
- Help my child to establish a good study routine so that he/she can complete schoolwork on time
- Talk with teachers about any problems that may affect my child's learning
- Be open and responsive to communication from my child's teachers or other school staff
- Encourage my child to do his/her homework and to ask for help at school if needed
- Participate in a 6 monthly review of your child's progress

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

\_\_\_\_\_  
Parent's/Guardian's name(s)

\_\_\_\_\_  
Parents/Guardian's signature(s)

\_\_\_\_\_  
Date