2016
Vocational Education and Training (VET) in Schools
School-based Apprenticeships and Traineeships
Vocational Education and Training (VET) in Schools are programs undertaken by school students as part of their senior secondary certificate.

At West Coast, we’re dedicated to leading you towards a positive future.

Visit wcit.wa.edu.au or call 1300 134 881
What is VET in Schools?

Vocational Education and Training (VET) in Schools are programs undertaken by school students as part of their senior secondary certificate.

These programs provide credit towards a nationally recognised VET qualification within the Australian Qualifications Framework. The training that students receive reflects specific industry competency standards and is delivered by a Registered Training Organisation or a school in partnership with a Registered Training Organisation.

A key feature of VET in Schools is the integration of vocational options within traditional academic studies at senior secondary school level.

VET in Schools programs allow Year 11 and 12 students to:

- Develop industry specific skills
- Gain nationally recognised VET qualifications and units of competency while completing their senior secondary school qualification
- Develop employability skills, and
- Gain an understanding of the world of work, providing them with valuable experience to assist with planning and pursuing their career pathways.

How to register for a VET in Schools program

West Coast Institute offers VET in Schools programs to all high schools throughout the Institute’s north west metropolitan catchment area.

Application forms can be downloaded and printed from wcit.wa.edu.au/vet

Please complete the application form and include copies of your:

- latest school report (‘C’ grade or above in maths and English is required for all programs)
- résumé or additional documents to support your application

Please return your schools’ completed application forms by Friday 28th August 2015 via:

Email vetis@wcit.wa.edu.au

Mail Att: Information and Admissions Coordinator West Coast Institute, Locked Bag 7 Joondalup, WA, 6919

In Person Student Services, Building D Joondalup Campus, 35 Kendrew Crescent Joondalup, WA, 6027

Please note: Continuing students MUST complete an application form and tick the continuing student box.

If you would like to undertake a course not listed in this document please contact Kerryn Laurance to discuss your request. All requests will be dependent on funding available.

For further information regarding West Coast Institute’s VET in Schools programs please contact:

Kerryn Laurance
E: vetis@wcit.wa.edu.au
P: 1300 134 881

Course commencement is subject to sufficient enrolments and funding approval by Department of Training and Workforce Development.
What are school-based apprenticeships and traineeships?

School-based apprenticeships and traineeships enable students to begin an apprenticeship or traineeship while studying Years 10, 11 and 12.

A combination of school, off the job training (with a Registered Training Organisation) and paid work (with a host employer), provide students with credit towards a nationally recognised qualification.

Students generally spend one day per week in the workplace however during school holidays, students may be available to work extra hours by mutual arrangement and negotiation between the student and the host employer.

How to register for a school-based apprenticeship or traineeship

The Institute delivers the training and assessment component of school-based apprenticeships and traineeships to all high schools throughout the north west metropolitan area.

It is the responsibility of the student to obtain an employer before a school-based apprenticeship or traineeship can commence.

School-based apprenticeships available through West Coast Institute include:

- Bricklaying & Blocklaying
- Carpentry & Joinery
- Early Childhood Education and Care
- Hospitality
- Metal Fabrication (Welding)
- Plastering (Solid)
- Tiling (Wall & Floor)

For further information regarding the Institute’s school-based apprenticeships and traineeships please contact:

Kerryn Laurance
E: vetis@wcit.wa.edu.au
P: 1300 134 881

If you require more information please call 1300 134 881
General information

West Coast Institute - the premier large training provider in Perth’s northern suburbs.

With campuses in Joondalup and Clarkson, students can live and train locally in first class facilities.

Transport arrangements
Students are responsible for their own transport to and from West Coast Institute campuses and training centres.

Campuses

**JOONDALUP, KENDREW CRES (MAIN CAMPUS)**
The Institute’s main campus is located at 35 Kendrew Crescent in Joondalup, a five minute walk or bus ride from Joondalup Train Station.

**CLARKSON, HARMONY AVE (TRADES NORTH)**
The Transperth 484 Bus runs from Clarkson Train Station to our Clarkson campus approx. every 20 mins.

**AUTOMOTIVE TRAINING CENTRE (INJUNE WAY, JOONDALUP)**
Trades North operates an automotive training centre that delivers pre-apprenticeship and apprenticeship (automotive electrical technology) co-located with the Motor Trades Association.

**JOONDALUP, MCLARTY AVE (ACADEMY OF HEALTH SCIENCES)**
The Academy of Health Sciences is located at McLarty Ave in Joondalup and is a ten minute walk or five minute bus ride from Joondalup Train Station.
Providing an adult learning environment with students of all ages studying together.

There is an expectation that when attending classes, students will assume a greater responsibility for their own care and safety than may be the case when attending school.

As with all students enrolled at West Coast, school students are expected to adhere to the Student Code of Conduct. While attending West Coast, students are under the supervision of the lecturer taking the class. Students will not be supervised during break times. Students are expected to remain within the Institute grounds unless they provide the lecturer with written notification from a parent or the school that they intend to leave the Institute earlier than the advertised class finish time.

Work experience

Some programs may involve workplace experience to support the learning program. Students will be given information about any workplace experience prior to the scheduled date and they will be responsible for arranging their own transport to and from the workplace.

In some cases it is the responsibility of the school to organise work experience.

What you will need to bring

Under each available program you will find a list of items that you will need to bring with you to complete the course. The Institute can provide you with a list of suppliers for you to source these items.

If you require more information please call 1300 134 881
COURSES

AUTOMOTIVE
BUILDING & CONSTRUCTION
BRICKLAYING & BLOCKLAYING
SOLID PLASTERING
WALL & FLOOR TILING
CARPENTRY & JOINERY
ELECTROTECHNOLOGY
HEALTH SERVICES
HOSPITALITY
METAL FABRICATION
This qualification covers the skills and knowledge required to perform a limited range of tasks related to familiarisation and inspection of mechanical and electrical components and systems of cars.

By completing this course you will have an understanding of how to apply safe work practices, use and maintain equipment, work with electrical and mechanical systems, and operate basic measuring devices and battery storage systems.

**DAY**  | **LOCATION**  | **DURATION**
--- | --- | ---
Thursday or Friday  | Joondalup (Kendrew)  | 3 terms

**WHAT YOU WILL NEED TO BRING**

- Steel cap safety boots
- Safety glasses
- Cotton drill overalls or cotton drill shirt and pants

**PATHWAYS**

Certificate II in Automotive Servicing Technology (Pre-Apprenticeship)
Certificate II in Automotive Electrical Technology (Pre-Apprenticeship)
Certificate III in Automotive Electrical Technology (Apprenticeship)
This two-year course is aimed at students looking to gain an apprenticeship in the Construction industry to become a bricklayer; plasterer; tiler; carpenter or joiner.

In Year 11, students gain an introduction to the construction industry – its culture, occupations, job roles and workplace expectations. They learn to apply OHS requirements; carry out measurements/calculations; communicate in the workplace; plan and organise work; read and interpret plans and specifications; and work effectively, sustainably and safely in the construction industry.

In Year 12, students choose one of the following trade streams where they learn the specifics of the trade and participate in a work placement. Each trade stream leads directly into the Certificate III trade qualification and students gain credit for the competencies they complete.

**BRICKLAYING/BLOCKLAYING**
Students learn to apply basic levelling procedures, carry out basic concreting, setting out and demolition, erect and dismantle scaffolding, handle and prepare materials, lay masonry walls and corners and use tools and equipment.

**SOLID PLASTERING**
Students learn to apply basic levelling procedures, erect and dismantle scaffolding, handle materials, prepare surfaces for plastering, use tools and equipment and work safely at heights.

**WALL AND FLOOR TILING**
Students learn to use levelling devices, waterproof internal wet areas, concrete simple forms, handle tiling materials, prepare surfaces for tiling application, use relevant tools and lay tiles.

**CARPENTRY AND JOINERY**
Students learn to carry out levelling operations, construct wall frames, erect and dismantle scaffolding, handle materials, install flooring systems, use equipment and explosive power tools and work safely at heights.

**DAY**  
Thursday or Friday

**LOCATION**  
Clarkson

**DURATION**  
2 years

**WHAT YOU WILL NEED TO BRING**
- Steel cap safety boots
- Clear safety glasses
- Cotton drill shirt and pants (or shorts)
- Ear protection
- Tape measure
- HB pencils

**PATHWAYS**
Certificate III in Bricklaying/Blocklaying (Apprenticeship)  
Certificate III in Solid Plastering (Apprenticeship)  
Certificate III in Wall and Floor Tiling (Apprenticeship)  
Certificate III in Carpentry and Joinery (Apprenticeship)
Course ID  | Course
--- | ---
UEE22011  | Certificate II in Electrotechnology (Career Start)

This two-year course is aimed at students looking to gain an apprenticeship to become an electrician. It leads directly into a Certificate III trade qualification and students gain credit for the competencies they complete. With a large work placement component, students obtain hands-on experience in the electrotechnology field.

Students learn to apply OHS practices in the workplace; carry out routine activities in an electrotechnology environment; identify and select components, accessories and materials for work activities; participate in environmentally sustainable work practices; solve problems in extra-low voltage single path circuits and in multiple path d.c. circuits; and use equipment/plant/technologies. Students learn to deliver a service to customers; maintain documentation; provide basic instruction in the use of electrotechnology apparatus and use basic computer applications relevant to the workplace.

**DAY**  
Thursday or Friday

**LOCATION**  
Clarkson

**DURATION**  
2 years

**WHAT YOU WILL NEED TO BRING**

- Steel cap safety boots
- Clear safety glasses
- Cotton drill shirt and pants
- Ear protection
- Tape measure
- A non-programmable scientific calculator with instruction booklet
- An Electrical training License (can be completed at Trades North for approx. $40)
- Text Book: *Electrotechnology Practice* (Hampson, J.) 3rd Edn

**PATHWAYS**

Certificate III in Electrotechnology (Apprenticeship)
This two-year program is designed for Year 11 and 12 students who are keen to get into the nursing profession. It qualifies students to work as Assistants in Nursing alongside Registered and Enrolled Nurses. The course offers practical, hands-on units well suited to the learning styles of many adolescents. Study will consist of a combination of classroom delivery, online learning, simulated practice and real workplace practical experience.

**DAY** | **LOCATION** | **DURATION**
---|---|---
Friday | Joondalup (McLarty) | 2 years

**WHAT YOU WILL NEED TO BRING**
- Navy blue nurses blouse
- Black or Navy Blue pants
- Comfortable leather shoes

**PATHWAYS**
Certificate IV in Preparation for Nursing Education
Diploma of Nursing (Enrolled / Division 2)
Course ID | Course
---|---
SIT20312 | Certificate II in Hospitality (Kitchen Operations)

This program provides students with practical skills to work in kitchens in a defined and limited range of food preparation and cookery skills. It provides students with a pathway to work in kitchen operations in organisations including restaurants, hotels, cafes, care facilities and schools.

**DAY** | **LOCATION** | **DURATION**
---|---|---
Friday | Joondalup (Kendrew) | 1 year

**WHAT YOU WILL NEED TO BRING**
- White chef’s jacket with white buttons
- White ¾ length apron
- Chef check pants
- White neck tie
- White skull cap chef’s hat
- Plain black polo shirt
- Fully enclosed black leather safety shoes / boots

**PATHWAYS**
Certificate III in Hospitality
Certificate III in Commercial Cookery
This two-year course is aimed at students looking to gain an apprenticeship in the metal fabrication industry to become a welder, heavy welder, boilermaker (fabrication-heavy) or sheetmetal worker (fabrication-light). It can provide students with some credit towards the relative Certificate III trade qualification. With a large work placement component, students obtain hands-on experience in the metals and engineering area.

Students learn to carry out heat treatment, manual production assembly, manual production welding, sheet and plate assembly, manual soldering and use workshop machines for basic operations.

**DAY** | **LOCATION** | **DURATION**
--- | --- | ---
Thursday or Friday | Clarkson | 2 years

**WHAT YOU WILL NEED TO BRING**

> Steel cap boots
> Clear safety glasses
> Long sleeve cotton drill shirt and pants
> Ear protection
> Tape measure
> A compass set
> Pencils

**PATHWAYS**

Certificate III in Engineering – Fabrication Trade (Light YC) (Apprenticeship)
Certificate III in Engineering – Fabrication Trade (Heavy YG) (Apprenticeship)
Certificate III in Engineering – Fabrication (Welding YF) (Apprenticeship)
Address
35 Kendrew Crescent
Joondalup 6027
Western Australia

Postal Address
Locked Bag 7
Joondalup 6919
Western Australia

General Enquiries
Local 1300 134 881

Telephone +61 8 9233 1755
Facsimile +61 8 9233 1010

wcit.wa.edu.au
West Coast Institute is the trading name of
West Coast Institute of Training.

RTO CODE: 2536

Disclaimer
Although all reasonable efforts have been made to ensure that the
information contained in this document is accurate and current at the time
of publication (June 2015), course information is subject to change. Please
check with West Coast Institute when applying and enrolling and please do
not rely exclusively on the content of this document.

Visit wcit.wa.edu.au or call 1300 134 881