VCE VET Sport and Recreation

Program Booklet

**Incorporating**

SIS20213 Certificate II in Outdoor Recreation (Release 2)

SIS20419 Certificate II in Outdoor Recreation (Release 1)

SIS20115 Certificate II in Sport and  
Recreation (Release 1)

SIS30115 Certificate III in Sport  
and Recreation (Release 1)

January 2020

This program was first  
implemented in October 2016

Modification history

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Status | Release Date | Comments |
| 3.0 | Current | January 2020 | Revision of SIS Sport, Fitness and Recreation Training Package (Release 4.0)  Changes to electives in Certificate II and III in Sport and Recreation  Revised UoCs in Certificate III Sport and Recreation Units 3 and 4 sequence  New Certificate II in Outdoor Recreation |
| 2.0 | Superseded | January 2019 | Moved to a program booklet  Additional SWL information  Additional elective UoCs. |
| 1.0 | Superseded | October 2016 | Original Program |

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Contents

[Introduction 2](#_Toc27991145)

[Program development 2](#_Toc27991146)

[Program information 2](#_Toc27991147)

[Transition arrangements 2](#_Toc27991148)

[Industry overview 3](#_Toc27991149)

[Training package 3](#_Toc27991150)

[Qualifications / packaging rules 3](#_Toc27991151)

[VCE VET Program details 5](#_Toc27991152)

[Aims 5](#_Toc27991153)

[Program structure 5](#_Toc27991154)

[Scored assessment 5](#_Toc27991155)

[VCE VET Credit 5](#_Toc27991156)

[Nominal hour duration 6](#_Toc27991157)

[Duplication 6](#_Toc27991158)

[Sequence 7](#_Toc27991159)

[VCE VET Program program structure 8](#_Toc27991160)

[SIS20213 Certificate II in Outdoor Recreation (Release 2)\* 8](#_Toc27991161)

[SIS20419 Certificate II in Outdoor Recreation (Release 1) 1](#_Toc27991161)1

[SIS20115 Certificate II in Sport and Recreation (Release 1) 1](#_Toc27991161)3

[SIS30115 Certificate III in Sport and Recreation (Release 1) 1](#_Toc27991161)5

[SISSS00111 Pool Lifeguard (Release 1) 1](#_Toc27991161)7

[SISSS00118 Sports Trainer Level 1 (Release 1) 1](#_Toc27991161)8

[Study Score 19](#_Toc27991162)

[ATAR Contribution 19](#_Toc27991163)

[Structured workplace learning 2](#_Toc27991164)0

[SWL Recognition 2](#_Toc27991165)0

[Work health and safety 20](#_Toc27991166)

[Additional information 21](#_Toc27991167)

[Pathways 22](#_Toc27991169)

[Appendix – Sample programs 2](#_Toc27991170)3

[SIS20213 Certificate II in Outdoor Recreation (Release 2)\* 23](#_Toc27991161)

[SIS20419 Certificate II in Outdoor Recreation (Release 1) 24](#_Toc27991161)

[SIS20115 Certificate II in Sport and Recreation (Release 1) 25](#_Toc27991161)

[SIS30115 Certificate III in Sport and Recreation (Release 1) 26](#_Toc27991161)

[SIS20419 Certificate II in Outdoor Recreation (Release 1), with the scored Units 3 and 4 sequence from SIS30115 Certificate III in Sport and Recreation (Release 1) 27](#_Toc27991161)

Introduction

VCE VET programs are vocational training programs approved by the Victorian Curriculum and Assessment Authority (VCAA). VCE VET programs lead to nationally recognised qualifications, thereby offering students the opportunity to gain both the VCE and a nationally portable vocational education and training (VET) certificate. VCE VET programs:

* are fully recognised within the Units 1 to 4 structure of the Victorian Certificate of Education (VCE) and therefore may contribute towards satisfactory completion of the VCE. VCE VET units have equal status with other VCE studies
* may contribute to the satisfactory completion of the Victorian Certificate of Applied Learning (VCAL)
* function within the National Training Framework.

Program development

This iteration of the VCE VET Sport and Recreation program was implemented in 2016. It must be used in conjunction with the SIS Sport, Fitness and Recreation Training Package (Release 4.0) qualifications SIS20213 Certificate II in Outdoor Recreation (Release 2), SIS20419 Certificate II in Outdoor Recreation (Release 1), SIS20115 Certificate II in Sport and Recreation (Release 1), and SIS30115 Certificate III in Sport and Recreation (Release 1). This program replaces the VCE VET Sport and Recreation program published in January 2019 and all subsequent program summaries. This revision to the VCE VET Sport and Recreation program is a consequence of the revision to the SIS Sport, Fitness and Recreation Training Package.

The VCE VET Sport and Recreation program provides students with the knowledge and skills to enhance their employment prospects in the sport or community recreation industry.

Program information

This program booklet must be read in conjunction with the *VCE VET Program Guide* and the nationally endorsed SIS Sport, Fitness and Recreation Training Package.

Transition arrangements

Certificate II in Outdoor Recreation

On 6 December 2019, ASQA approved an extended transition period that applies to all RTOs delivering the SIS20213 Certificate II in Outdoor Recreation. The extended transition period for the SIS20213 Certificate II in Outdoor Recreation is until 10 March 2021.

In 2020 schools will have the option of enrolling into either the old superseded Outdoor Recreation qualification SIS20213 or into the new qualification SIS20419.

Enrolling into the old course may suit schools/RTOs as it gives them the year to prepare for delivery of the new course. If schools/RTOs are prepared for delivery of the new course and wish to enrol students they will be able to enrol into the new course in 2020. Schools are advised to talk with their RTO to decide which option will best suit their arrangements.

Industry overview

Training package

The sport or community recreation industry comprises the industry sectors of sport, fitness, community recreation and outdoor recreation. These sectors are made up of: not-for-profits (including volunteer organisations); government bodies (local, state and federal); commercial enterprises (from large companies down to sole traders like personal trainers). It also intersects with a number of other sectors, particularly tourism, education and health.

The sport sector includes a diverse range of sport clubs and organisations ranging from small community sport clubs to schools to large professional National Sporting Organisations. Sport sector occupations include coaches, athletes, sport trainers and officials.

The fitness sector encompasses the provision of fitness and exercise services in the context of health clubs, fitness centres and gyms, as well as the provision of personal training on an individual and group basis in a variety of settings.

Recreation is defined as activities that require physical exertion but are predominantly engaged in for the purpose of enjoyment. The sport and recreation sector encompasses a broad range of services to promote an active and healthy lifestyle. Job outcomes could include assistant coach, pool attendant, community activities officer, leisure services attendant, or sport and recreation attendant.

The delivery of community recreation activities is facilitated by commercial providers, clubs, schools, higher education institutions and youth and community groups, such as aquatics centres, outdoor centres and camps.

Qualifications / packaging rules

SIS20213 Certificate II in Outdoor Recreation (Release 2)

Students must achieve fifteen units of competency to gain SIS20213 Certificate II in Outdoor Recreation, including:

* five core units of competency
* ten elective units of competency.

This qualification provides the skills and knowledge for an individual to be competent in performing core skills in outdoor recreation environments and assisting with the conduct of a range of outdoor activities. Work would be undertaken in field locations such as camps or in indoor recreation centres or facilities, in differing environments such as water-based, dry land and mountainous terrains, using a diverse range of equipment.

For further information, visit <[training.gov.au/Training/Details/SIS20213](https://training.gov.au/Training/Details/SIS20213)>.

SIS20419 Certificate II in Outdoor Recreation (Release 1)

Students must achieve eleven units of competency to gain SIS20419 Certificate II in Outdoor Recreation, including:

* four core units of competency
* seven elective units of competency.

This qualification reflects the role of individuals who assist with operational logistics and the delivery of recreational activities. Assistants use a range of fundamental activity techniques during activities and can work in indoor and outdoor recreation environments, adventure learning centres or camps. The combined skills and knowledge provided by this qualification do not provide for a job outcome as a leader and further training would be required before moving into those roles. This qualification provides a pathway to work for any type of organisation that delivers outdoor recreation activities including commercial, not-for-profit and government organisations.

For further information, visit <[training.gov.au/Training/Details/SIS20419](https://training.gov.au/Training/Details/SIS20419)>.

SIS20115 Certificate II in Sport and Recreation (Release 1)

Students must achieve thirteen units of competency to gain SIS20115 Certificate II in Sport and Recreation, including:

* eight core units of competency
* five elective units of competency.

This qualification allows individuals to develop basic functional knowledge and skills for work in customer contact positions in the sport or community recreation industry. They are involved in mainly routine and repetitive tasks using practical skills and basic sport and recreation industry knowledge. They work in locations such as sport and recreation centres or facilities, and leisure and aquatic centres assisting with the conduct of recreation activities, and facility maintenance and operations.

For further information, visit <[training.gov.au/Training/Details/SIS20115](https://training.gov.au/Training/Details/SIS20115)>.

SIS30115 Certificate III in Sport and Recreation (Release 1)

Students must achieve fifteen units of competency to gain SIS30115 Certificate III in Sport and Recreation, including:

* nine core units of competency
* six elective units of competency.

This qualification reflects the multi-skilled role of individuals in operational and customer support positions in the sport or community recreation industry. Pathways may include employment into various workplaces such as fitness centres, sporting grounds or complexes, leisure and aquatic centres and community recreation centres. Typical roles include recreation officer, activity operation officer, sport and recreation attendant, community activities officer or leisure services officer.

For further information, visit <[training.gov.au/Training/Details/SIS30115](https://training.gov.au/Training/Details/SIS30115)>.

Approved skill sets

SISSS00111 Pool Lifeguard (Release 1)

Students must achieve six units of competency to gain SISSS00111 Pool Lifeguard.

These units of competency from the SIS Sport, Fitness and Recreation Training Package provide a set of skills to meet the requirements for a Pool Lifeguard. Achievement of these units provides credit towards qualifications in the SIS Sport, Fitness and Recreation Training Package.

For further information, visit <[training.gov.au/Training/Details/SISSS00111](https://training.gov.au/Training/Details/SISSS00111)>.

SISSS00118 Sports Trainer Level 1 (Release 1)

Students must achieve three units of competency to gain SISSS00118 Sports Trainer Level 1.

These units of competency from the SIS Sport, Fitness and Recreation Training Package provide a set of skills to meet the requirements for a Pool Lifeguard. Achievement of these units provides credit towards qualifications in the SIS Sport, Fitness and Recreation Training Package.

For further information, visit <[training.gov.au/Training/Details/SISSS00093](https://training.gov.au/Training/Details/SISSS00093)>.

VCE VET Program details

Aims

The VCE VET Sport and Recreation program aims to:

* provide participants with the knowledge, skills, and competency that will enhance their training and employment prospects in the sport or community recreation industry
* enable participants to gain a recognised credential and to make an informed choice of vocation or career path.

Program structure

The VCE VET Sport and Recreation program comprises three certificates II and one certificate III with VCE VET credit at Units 1 to 4 level, reflective of the size of the qualification. Certificates II are typically completed over one year, and certificates III are typically completed over two years.

The identified units of competency in the VCE VET Sport and Recreation program have been selected for recognition purposes and may vary from the qualification packaging rules.

Scored assessment

Scored assessment is available for the SIS30115 Certificate III in Sport and Recreation qualification. To gain a study score a student must: be competent in the prescribed training; complete all scored VCE VET assessments; complete an end of year examination.

VCE VET Credit

SIS20213 Certificate II in Outdoor Recreation,

and SIS20419 Certificate II in Outdoor Recreation

Students undertaking these certificates are eligible for up to three VCE VET units on their VCE or VCAL statement of results:

* three VCE VET Units at Units 1 and 2 level.

VCE VET credit will accrue in the following order: Units 1, 2, and 1. These units of credit may be accumulated over more than one year.

SIS20115 Certificate II in Sport and Recreation

Students undertaking this certificate are eligible for up to four VCE VET units on their VCE or VCAL statement of results:

* four VCE VET Units at Units 1 and 2 level.

VCE VET credit will accrue in the following order: Units 1, 2, 1 and 2. These units of credit may be accumulated over more than one year.

SIS30115 Certificate III in Sport and Recreation

Students undertaking this certificate are eligible for up to five VCE VET units on their VCE or VCAL statement of results:

* three VCE VET Units at Units 1 and 2 level
* a VCE VET Units 3 and 4 sequence.

VCE VET credit will accrue in the following order: Units 1, 2, 3, 4 and 1. These units of credit may be accumulated over more than one year.

SISSS00111 Pool Lifeguard

Students undertaking this skill set are eligible for up to one VCE VET unit on their VCE or VCAL statement of results:

* VCE VET Unit 1.

SISSS00118 Sports Trainer Level 1

Students undertaking this skill set are eligible for up to one VCE VET unit on their VCE or VCAL statement of results:

* VCE VET Unit 3.

Nominal hour duration

Nominal hours represent the supervised structured learning and assessment activities required to sufficiently address the content of each unit of competency.

Nominal hours are used to determine credit into the VCE or VCAL for VET units of competency.

Duplication

When a VCE VET program significantly duplicates other VCE studies or VET training in a student’s program, a reduced VCE VET unit entitlement may apply. Credit towards the VCAL may also be reduced due to duplication.

No significant duplication has been identified between the VCE VET Sport and Recreation program and other VCE studies.

Dual Enrolments

Where students undertake multiple qualifications within the VCE VET Sport and Recreation program, care must be taken to ensure students enroll in all the units of competency only once. Credit for a unit of competency can only be counted once towards VCE or VCAL.

Sequence

Certain units of competency will complement each other, lending to coordinated delivery that minimises content overlap. Units of competency have guidelines on the different situations and delivery contexts, and a range of delivery sequences are possible.

The intention of VCE VET programs is to provide students with a qualification that meets industry expectations. The strong advice and assumption of industry bodies is that the quality of the qualification is compromised when foundation training is neglected.

The sequencing of units of competency is determined by the registered training organisation, teacher or trainer; however, it is anticipated that a number of the core units of competency will be undertaken in the first year of the program.

Schools are advised that the Units 3 and 4 sequences are not designed as stand-alone studies.

The VCE VET Units 3 and 4 sequence must be assessed in the same enrolment year to access a study score.

VCE VET Sport and Recreation program structure

SIS20213 Certificate II in Outdoor Recreation (Release 2)\*

\* old qualification available for 2020 delivery only

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Compulsory units:** | | |
| HLTAID003 | Provide first aid | 18 |
| SISOODR201A | Assist in conducting outdoor recreation sessions | 20 |
| SISOOPS201A | Minimise environmental impact | 10 |
| SISXEMR201A | Respond to emergency situations | 18 |
| SISXIND101A | Work effectively in sport and recreation environments | 25 |
| SISXOHS101A | Follow occupational health and safety policies | 10 |
| **Subtotal:** | | **101** |
| **Elective units:** Select a minimum of **nine** electives with a minimum of **84 hours**. | | |
| • at least one full **Group** must be selected from the Grouped Electives below  • other electives can be selected from the Ungrouped Electives below  • up to three electives can be selected from the **SIS20115 Certificate II in Sport and Recreation Elective Banks** (pages 13-14). | | |
| **Outdoor Recreation Elective Bank: Grouped Electives** | | |
| **Group A: Abseiling – Artificial Surfaces** | | |
| SISOABA201A | Demonstrate abseiling skills on artificial surfaces | 8 |
| SISOABN202A | Safeguard an abseiler using a single rope belay system | 15 |
| **Group B: Abseiling – Natural Surfaces** | | |
| SISOABN201A | Demonstrate abseiling skills on natural surfaces | 12 |
| SISOABN202A | Safeguard an abseiler using a single rope belay system | 15 |
| **Group C: Bushwalking** | | |
| SISOBWG201A | Demonstrate bushwalking skills in a controlled environment | 10 |
| SISONAV201A | Demonstrate navigation skills in a controlled environment | 10 |
| **Group E: Caving** | | |
| SISOCVE201A | Demonstrate caving skills | 45 |
| SISONAV201A | Demonstrate navigation skills in a controlled environment | 10 |
| **Group F: Climbing – Top Rope – Artificial Surfaces** | | |
| SISOCLA201A | Demonstrate top rope climbing skills on artificial surfaces | 10 |
| SISXCAI102A | Assist in preparing and conducting sport and recreation sessions | 15 |
| **Group G: Climbing – Top Rope – Natural Surfaces** | | |
| SISOCLN201A | Demonstrate top rope climbing skills on natural surfaces | 12 |
| SISXCAI102A | Assist in preparing and conducting sport and recreation sessions | 15 |
| **Group H: Cycling** | | |
| SISOCYT201A | Select, set up and maintain a bike | 10 |
| SISOCYT202A | Demonstrate basic cycling skills | 12 |
| **Group I: Fishing** | | |
| SISOFSH201A | Catch and handle fish | 15 |
| SISOFSH206A | Locate and attract fish | 15 |
| **Group J: Fishing – Tackle And Bait** | | |
| SISOFSH202A | Select, catch and use bait | 15 |
| SISOFSH203A | Select, rig and use terminal tackle | 10 |
| SISOFSH204A | Select, use and maintain fishing tackle outfits | 10 |
| SISOFSH205A\* | Construct and work simple fishing lures | 25 |
| **Group K: Horse Care** | | |
| AHCHBR201A | Monitor horse health and welfare | 40 |
| AHCHBR203A | Provide daily care for horses | 40 |
| AHCLSK207A | Load and unload livestock | 20 |
| SISOEQO201A | Handle horses | 20 |
| SISOEQO202A | Demonstrate basic horse riding skills | 20 |
| **Group N: Mountain Biking** | | |
| SISOCYT202A | Demonstrate basic cycling skills | 12 |
| SISOMBK201A\* | Demonstrate basic off-road cycling skills | 20 |
| SISONAV201A | Demonstrate navigation skills in a controlled environment | 10 |
| **Group O: Personal Water Craft – Controlled Conditions** | | |
| SISOPWC201A | Select and maintain a personal water craft | 10 |
| SISOPWC202A | Demonstrate simple personal water craft skills in controlled conditions | 10 |
| **Group P: Skiing – Touring** | | |
| SISONAV201A | Demonstrate navigation skills in a controlled environment | 10 |
| SISOSKT202A | Demonstrate ski touring skills in a patrolled environment to a basic standard | 20 |
| **Group Q: Snorkelling** | | |
| SISOSNK201A | Demonstrate snorkelling activities | 10 |
| SISXCAI102A | Assist in preparing and conducting sport and recreation sessions | 15 |
| **Group R: Surfing** | | |
| SISOSRF201A | Demonstrate surf survival and self-rescue skills | 15 |
| SISOSRF202A | Demonstrate basic surfing manoeuvres in controlled conditions | 15 |
| **Outdoor Recreation Elective Bank: Ungrouped Electives** | | |
| CHCDIS301C | Work effectively with people with a disability | 50 |
| SISOCAY201A | Demonstrate horizontal canyoning skills | 30 |
| SISOCNE201A | Demonstrate simple canoeing skills | 20 |
| SISOINT201A | Conduct interpretation within an outdoor activity | 30 |
| SISOKYK201A | Demonstrate simple kayaking skills | 20 |
| SISOKYS201A | Demonstrate simple sea kayaking skills | 20 |
| SISOOPS202A | Use and maintain a temporary or overnight site | 10 |
| SISOSKB201A | Demonstrate snowboarding skills on beginner terrain | 30 |
| SISOSKI201A | Demonstrate alpine skiing skills downhill on beginner terrain | 30 |
| SISOSKT201A | Demonstrate basic cross country skiing skills | 20 |
| SISOWWR201A | Demonstrate self-rescue skills in white water | 20 |
| SISOYSA201A | Demonstrate basic sailboarding skills in controlled conditions | 15 |
| SISOYSB201A | Demonstrate basic skills to sail a small boat in controlled conditions | 30 |
| SISXFAC207 | Maintain sport, fitness and recreation equipment for activities | 5 |
| SISXFAC208 | Maintain sport, fitness and recreation facilities | 7 |
| SITTGDE302 | Provide arrival and departure assistance | 20 |
| SITTGDE304 | Prepare and present tour commentaries or activities | 70 |
| SITTGDE305 | Develop and maintain the general and regional knowledge required by guides | 100 |
| SITTGDE306 | Research and share general information on Australian Indigenous cultures | 80 |
| SITXFSA101 | Use hygienic practices for food safety | 15 |
| TLIB2003A | Carry out vehicle servicing and maintenance | 30 |
| TLIB2004A | Carry out vehicle inspection | 20 |
| TLIB2008A | Carry out inspection of trailers | 30 |
| **Minimum for Units 1 to 2:** | | **185** |

Notes

The following groups have been omitted from this program:

* Group D Canoeing – Flat Water, although SISOCNE201A Demonstrate simple canoeing skills appears in the Ungrouped Elective bank
* Group L Kayaking, although SISOKYK201 Demonstrate simple kayaking skills appears in the Ungrouped Elective bank
* Group M Kayaking Sea, although SISOKYS201 Demonstrate simple sea kayaking skills appears in the Ungrouped Elective bank
* Group S Trail Bike Riding.

\* these units have prerequisite units of competency

SIS20419 Certificate II in Outdoor Recreation (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Compulsory units:** | | |
| HLTWHS001 | Participate in workplace health and safety | 20 |
| SISOFLD001 | Assist in conducting outdoor recreation sessions | 30 |
| SISOFLD002 | Minimise environmental impact | 15 |
| SISXIND002 | Maintain sport, fitness and recreation industry knowledge | 30 |
| SISXEMR001 | Respond to emergency situations | 18 |
| **Subtotal:** | | **113** |
| **Elective units:** Select a minimum of **six** electives with a minimum of **70 hours**. | | |
| • a minimum of two units must be selected from Group A below  • the remaining electives may be drawn from Group A or B below, or from the **SIS20115 Certificate II in Sport and Recreation Elective Banks** (pages 13-14). | | |
| **Outdoor Recreation Elective Bank: Group A** | | |
| SISOABS001 | Abseil single pitches using fundamental skills | 20 |
| SISOCLM001 | Top rope climb single pitches, artificial surfaces | 20 |
| SISOCLM002 | Top rope climb single pitches, natural surfaces | 25 |
| SISOBWG001 | Bushwalk in tracked environments | 20 |
| SISOFLD006 | Navigate in tracked environments | 15 |
| SISOCVE001 | Traverse caves | 25 |
| SISOCYT001 | Set up, maintain and repair bicycles | 10 |
| SISOCYT002 | Ride bicycles on roads and pathways, easy conditions | 15 |
| SISOCYT004 | Ride off road bicycles on easy trails | 25 |
| SISOFSH001 | Locate, attract and catch fish | 20 |
| SISOFSH002 | Select and catch bait | 15 |
| SISOFSH003 | Select and rig tackle outfits | 15 |
| SISOEQU001 | Handle horses | 25 |
| SISOEQU002\* | Ride horses using fundamental skills | 30 |
| SISOPWC001 | Ride personal watercraft in smooth water conditions | 25 |
| SISOCNE001 | Paddle a craft using fundamental skills | 20 |
| SISOKYS001 | Paddle a sea kayak in enclosed waters | 20 |
| SISOSAI001 | Sail small boats in smooth water and light to moderate wind conditions | 30 |
| SISCAQU002 | Perform basic water rescues | 10 |
| SISOSKT001 | Ski on easy cross country terrain | 35 |
| SISOSNK001 | Snorkel | 15 |
| SISOSRF001 | Surf small waves using basic manoeuvres | 25 |
| SISOSUP001 | Paddle a stand up board on inland flatwater | 20 |
| SISOWIN001 | Windsurf in smooth water and light wind conditions | 25 |
| SISOSCB001 | SCUBA dive in open water to a maximum depth of 18 metres | 40 |
| SISOSCB002\* | SCUBA dive from boats | 40 |
| SISOSCB004 | Navigate prescribed routes underwater | 30 |
| **Outdoor Recreation Elective Bank: Group B** | | |
| HLTAID003 | Provide first aid | 18 |
| SISXFAC001 | Maintain equipment for activities | 5 |
| SISXFAC002 | Maintain sport, fitness and recreation facilities | 14 |
| TLIB0002 | Carry out vehicle inspection | 20 |
| TLIB2008 | Carry out inspection of trailers | 30 |
| SISXCAI001 | Provide equipment for activities | 10 |
| ICTICT203 | Operate application software packages | 60 |
| MEM50008 | Carry out trip preparation and planning | 40 |
| SISXCCS001 | Provide quality service | 25 |
| SISXFIN002 | Process financial transactions | 15 |
| SITXCOM002 | Show social and cultural sensitivity | 20 |
| SITXFSA001 | Use hygienic practices for food safety | 15 |
| SITXFSA002 | Participate in safe food handling practices | 40 |
| TLIH3002 | Plan and navigate routes | 20 |
| SISOPLN002 | Plan outdoor activity sessions | 50 |
| **Minimum for Units 1 to 2:** | | **183** |

Notes

\* these units have prerequisite units of competency

SIS20115 Certificate II in Sport and Recreation (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Compulsory units:** | | |
| BSBWOR202 | Organise and complete daily work activities | 20 |
| HLTAID003 | Provide first aid | 18 |
| HLTWHS001 | Participate in workplace health and safety | 20 |
| SISXCAI002 | Assist with activity sessions | 15 |
| SISXCCS001 | Provide quality service | 25 |
| SISXEMR001 | Respond to emergency situations | 18 |
| SISXIND001 | Work effectively in sport, fitness and recreation environments | 25 |
| SISXIND002 | Maintain sport, fitness and recreation industry knowledge | 30 |
| **Subtotal:** | | **171** |
| **Elective units:** Select a minimum of **five** electives. | | |
| • a minimum of two units must be selected from Group A below  • the remaining electives may be drawn from Group A or B below, or from the **SIS20419 Certificate II in Outdoor Recreation** **Elective Banks** (pages 11-12). | | |
| **Sport and Recreation Elective Bank: Group A** | | |
| BSBSUS201 | Participate in environmentally sustainable work practices | 20 |
| BSBWOR201 | Manage personal stress in the workplace | 40 |
| CHCCOM001 | Provide first point of contact | 35 |
| FSKDIG03 | Use digital technology for routine workplace tasks | 15 |
| FSKLRG09 | Use strategies to respond to routine workplace problems | 15 |
| FSKLRG11 | Use routine strategies for work-related learning | 10 |
| ICTICT203 | Operate application software packages | 60 |
| SIRXSLS002A | Advise on products and service | 30 |
| SISCAQU002 | Perform basic water rescues | 10 |
| SISXCAI001 | Provide equipment for activities | 10 |
| SISXFAC001 | Maintain equipment for activities | 5 |
| SISXFAC002 | Maintain sport, fitness and recreation facilities | 14 |
| SISXFIN002 | Process financial transactions | 15 |
| **Sport and Recreation Elective Bank: Group B** | | |
| SISSPAR003 | Follow specialist dietary advice | 20 |
| SISSPAR004 | Book athlete travel and accommodation | 20 |
| SISXCAI002 | Assist with activity sessions | 15 |
| SISSSOF002 | Continuously improve officiating skills and knowledge | 20 |
| SISCAQU001 | Test pool water quality | 5 |
| SISSAFL001 | Participate in Australian football at an intermediate level | 25 |
| SISSATH001 | Conduct athletics coaching sessions with foundation level participants | 45 |
| SISSBSB001 | Conduct basketball coaching sessions with foundation level participants | 45 |
| SISSCKT001 | Participate in cricket at an intermediate level | 25 |
| SISSGLF002 | Participate in golf at an intermediate level | 45 |
| SISSNTB002 | Participate in netball at an intermediate level | 25 |
| SISSPAR009 | Participate in conditioning for sport | 20 |
| SISSNTB001 | Conduct netball coaching sessions with foundation level participants | 45 |
| SISSRGL002 | Participate in rugby league at an intermediate level | 25 |
| SISSRGL001 | Conduct rugby league coaching sessions with foundation level participants | 45 |
| SISSSQU001 | Conduct squash coaching sessions with foundation level participants | 45 |
| SISSSUR001 | Conduct surf lifesaving coaching sessions with foundation level participants | 45 |
| SISSTNS001 | Coach junior players in tennis | 45 |
| SISSTOU001 | Participate in touch at an intermediate level | 25 |
| SISSTPB001 | Conduct tenpin bowling coaching sessions with foundation level participants | 45 |
| ICPDMT263 | Access and use the Internet | 20 |
| ICTICT102 | Operate word-processing applications | 30 |
| ICTICT105 | Operate spreadsheet applications | 30 |
| ICTICT106 | Operate presentation packages | 25 |
| ICTICT210 | Operate database applications | 40 |
| SISSSPT001 | Implement sport injury prevention and management strategies | 50 |
| SITXCCS001 | Provide customer information and assistance | 20 |
| SITXFSA001 | Use hygienic practices for food safety | 15 |
| SISSPAR001 | Participate in sport at an intermediate level | 25 |
| SISSPAR008 | Maintain personal wellbeing as an athlete | 15 |
| SISSPAR002 | Participate in sport at an advanced level | 35 |
| SISSPAR009 | Participate in conditioning for sport | 20 |
| CHCVOL001 | Be an effective volunteer | 25 |
| BSBXCM301 | Engage in workplace communication | 40 |
| **Minimum for Units 1 to 2:** | | **211** |

SIS30115 Certificate III in Sport and Recreation (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Compulsory units:** | | |
| BSBWOR301 | Organise personal work priorities and development | 30 |
| HLTAID003 | Provide first aid | 18 |
| HLTWHS001 | Participate in workplace health and safety | 20 |
| ICTWEB201 | Use social media tools for collaboration and engagement | 20 |
| SISXCAI003 | Conduct non-instructional sport, fitness or recreation sessions | 20 |
| SISXCCS001 | Provide quality service | 25 |
| SISXEMR001 | Respond to emergency situations | 18 |
| **Subtotal:** | | **151** |
| **Elective units:** Select a minimum of **three** electives with a minimum of **30 hours**. | | |
| • a minimum of one unit must be selected from the Electives below  • the remaining electives may be drawn from Electives or Additional Electives below, the **SIS20115 Certificate II in Sport and Recreation Elective Banks** (pages 13-14) or the **SIS20419 Certificate II in Outdoor Recreation Elective Banks** (pages 11-12). | | |
| **Electives:** | | |
| BSBADM307 | Organise schedules | 15 |
| BSBADM311 | Maintain business resources | 15 |
| BSBCRT301 | Develop and extend critical thinking skills | 40 |
| BSBFIA303 | Process accounts payable and receivable | 30 |
| BSBINM301 | Organise workplace information | 30 |
| BSBWOR204 | Use business technology | 20 |
| HLTAID006 | Provide advanced first aid | 30 |
| ICTICT203 | Operate application software packages | 60 |
| SIRXMER003 | Coordinate visual merchandising activities | 35 |
| SISXADM001 | Organise and supervise participant travel | 15 |
| SISXDIS001 | Facilitate inclusion for people with a disability | 20 |
| SISXDIS002 | Plan and conduct disability programs | 40 |
| SISXFAC002 | Maintain sport, fitness and recreation facilities | 14 |
| SISXFAC003 | Implement facility maintenance programs | 7 |
| SISXFAC005 | Manage stock supply and purchase | 20 |
| SISXFIN002 | Process financial transactions | 15 |
| SISXIND003 | Maintain legal knowledge for organisation governance | 80 |
| SISXIND006 | Conduct sport, fitness or recreation events | 55 |
| SISXMGT001 | Develop and maintain stakeholder relationships | 20 |
| SISXRES001 | Conduct sustainable work practices in open spaces | 60 |
| SITXFSA101 | Use hygienic practices for food safety | 15 |
| **Additional Electives:** | | |
| SISFFIT003 | Instruct fitness programs | 50 |
| SISOPLN002 | Plan outdoor activity sessions | 50 |
| SISSSOF002 | Continuously improve officiating skills and knowledge | 20 |
| **Minimum for Units 1 to 2:** | | **181** |
| **Units 3 to 4** | | |
| **Compulsory units:** | | |
| SISXCAI004 | Plan and conduct programs | 35 |
| SISXCAI006 | Facilitate groups | 25 |
| SISXRES002 | Educate user groups | 25 |
| BSBWHS303 | Participate in WHS hazard identification, risk assessment and risk control | 50 |
| SISSSCO001 | Conduct sport coaching with foundation level participants | 50 |
| **Subtotal:** | | **185** |
| **Minimum for Units 1 to 4:** | | **366** |

SISSS00111 Pool Lifeguard (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Unit 1** | | |
| **Compulsory units:** | | |
| HLTAID003 | Provide first aid | 18 |
| PUAEME001B | Provide emergency care | 40 |
| PUAEME003C | Administer oxygen in an emergency situation | 20 |
| SISCAQU002 | Perform basic water rescues | 10 |
| SISCAQU006 | Supervise clients in aquatic locations | 15 |
| SISCAQU007 | Perform advanced water rescues | 20 |
| **Minimum for Unit 1:** | | **123** |

SISSS00118 Sports Trainer Level 1 (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Unit 3** | | |
| **Compulsory units:** | | |
| HLTAID003 | Provide first aid | 18 |
| SISSSCO015 | Prepare participants for sport competition | 35 |
| SISSSPT001 | Implement sport injury prevention and management strategies | 50 |
| **Minimum for Unit 3:** | | **103** |

Study Score

A study score is available for the VCE VET Sport and Recreation program.

VCE VET Sport and Recreation offers a scored program option. To be eligible for a study score students must:

* satisfactorily complete all the units of competency required in the Units 3 and 4 sequence
* be assessed in accordance with the tools and procedures specified in the *VCE VET Assessment Guide* and program specific assessment plan templates published annually on the VCAA website
* undertake an examination in the end-of-year examination period, based on the underpinning knowledge and skills in the compulsory units of competency in the Units 3 and 4 sequence, and in accordance with the current examination specifications.

Units 3 and 4 of the VCE VET Sport and Recreation program must be delivered and assessed in a single enrolment year.

The study score for the VCE VET Sport and Recreation program is based on evidence from two sources: coursework tasks and an examination. The assessment of three VCE VET coursework tasks does not replace the qualification assessments. Both tend to be complementary and may be integrated. Tasks may be designed with both assessment purposes in mind.

For further information on scored assessment refer to the *VCE VET Assessment Guide*, which contains information relating to study scores for VCE VET programs. It includes an overview of study score assessment, advice regarding the development of coursework tasks, and integration of study scores with competency assessment.

The assessment guide also contains generic templates, scoring criteria and other coursework assessment records:   
<[www.vcaa.vic.edu.au/assessment/vet-assessment/Pages/VCEVETProgramsScoredAssessment.aspx](https://www.vcaa.vic.edu.au/assessment/vet-assessment/Pages/VCEVETProgramsScoredAssessment.aspx)>.

Advice relating to the VCE VET Sport and Recreation program is published on the VCAA website and updated annually: <[www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/sportrecreation.aspx](https://www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/sportrecreation.aspx)>.

ATAR Contribution

Students wishing to receive an ATAR contribution for the VCE VET Sport and Recreation program Units 3 and 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study increment. Where a student elects not to receive a study score no contribution to the ATAR will be available.

Further information can be found on the VTAC website:

* study rules: <[www.vtac.edu.au/results-offers/atar-explained/study-rules](http://www.vtac.edu.au/results-offers/atar-explained/study-rules.html)>
* study groupings: <[www.vtac.edu.au/results-offers/atar-explained/study-groupings](http://www.vtac.edu.au/results-offers/atar-explained/study-groupings.html)>.

Structured workplace learning

The VCAA has determined that Structured Workplace Learning (SWL) is an appropriate and valuable component of all VCE VET programs. SWL involves on-the-job training in which students are required to master a designated set of skills and competencies related to VCE VET programs.

SWL complements the training undertaken at the school/RTO. It provides the context for:

* enhancement of skills development
* practical application of industry knowledge
* assessment of units of competency, as determined by the RTO
* increased employment opportunities.

The VCAA strongly recommends that students undertake a minimum of **80** hours of SWL for the VCE VET Sport and Recreation program. SWL should be spread across the duration of the training program.

Further details regarding SWL, the SWL Portal and the Department of Education and Training SWL Manual is available on online: [<www.education.vic.gov.au/school/teachers/teachingresources/careers/work/Pages/structuredlearning.aspx](http://www.education.vic.gov.au/school/teachers/teachingresources/careers/work/Pages/structuredlearning.aspx)>.

The SWL Manual outlines roles and responsibilities of the student, parent, employer and principal; procedures and guidelines for placing students in the workplace; and relevant policy and legislation. The manual also has a link to Ministerial Order 55 and the SWL Arrangement form.

SWL Recognition

Structured Workplace Learning (SWL) recognition involves the development and maintenance of the Workplace Learning Record (WLR) by the student. The work placement must be in an industry area aligned to the VET certificate drawn from the VCE VET Sport and Recreation program. The completion of the WLR is a requirement for recognition by the VCAA for VCE and VCAL credit.

The VCE VET Sport and Recreation program offers SWL recognition. Further details are available at: <[www.vcaa.vic.edu.au/curriculum/vet/swl-vet/Pages/SWL-recognition.aspx](https://www.vcaa.vic.edu.au/curriculum/vet/swl-vet/Pages/SWL-recognition.aspx)>

Work health and safety

Schools/RTOs must ensure that Work Health and Safety (WHS) issues are fully addressed in the training program.

The principal is responsible for ensuring the school meets its responsibilities for students in SWL arrangements.

Where the student will be employed under an SWL arrangement, the principal must be satisfied that the student is undertaking training in the WHS unit of competency before the arrangement can be entered into.

Students must be informed of the significance of work-related hazards. They must understand the need for, and the nature of, workplace risk controls such as safe working procedures and the use of personal protective clothing and equipment.

Schools must also be satisfied, through their review of the acknowledgment provided by employers on the SWL Arrangement form, that the workplace in question and the activities proposed will not expose a student to risk during their structured work placement.

Employers must view their duty of care towards students as essentially no different from that owed to their employees. They must understand that students cannot be expected to possess the judgment or maturity to undertake any task that presents potential risk. This means that no student may be exposed at any time to dangerous plant machinery, equipment, substances, work environments or work practices.

On the first morning of their placement, students should be introduced to their supervisor and provided with a formal induction to the workplace. This will include first aid, emergency and incident reporting arrangements.

The student should be given an orientation tour of the workplace and any excluded areas or activities should be pointed out. Students should be instructed to report without delay anything they feel may be unsafe. They should be encouraged to ask for help or further instruction if they are not sure of the correct way to carry out any task.

Close supervision of students undertaking SWL is essential. Supervisors nominated by the employer must understand all requirements for safely managing the student’s activities. Supervisors must understand that a student may not fully grasp information or instructions the first time they are told. They should encourage students to ask for help if they have forgotten or if they experience difficulty in putting information into practice.

The WorkSafe Victoria website makes available useful resources: [<www.worksafe.vic.gov.au](http://www.worksafe.vic.gov.au)>.

Additional information

For updates or information relating to this program refer to:

* the VCE VET Sport and Recreation program web page: <[www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/sportrecreation.aspx](https://www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/sportrecreation.aspx)>
* the *VCAA* *Bulletin*: <[www.vcaa.vic.edu.au/news-and-events/bulletins-and-updates/bulletin/Pages/index.aspx](https://www.vcaa.vic.edu.au/news-and-events/bulletins-and-updates/bulletin/Pages/index.aspx)>
* the Get VET web page for videos, success stories, flowcharts and posters designed to support teachers in engaging, informing and inspiring students and parents about VET Delivered to Secondary Students: <[www.vcaa.vic.edu.au/getvet](https://www.vcaa.vic.edu.au/getvet)>.

Pathways

The VCE VET Sport and Recreation program opens up many different training and employment pathways. The VCAA recommends study at the lower levels to develop industry foundation skills before moving to higher level qualifications.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Certificate II** |  | Sport |  | Certificate II in Sport and Recreation  Certificate II in Sport Career Oriented Participation  Certificate II in Sport Coaching |
| Recreation | Certificate II in Outdoor Recreation |
|  |  |  |  |  |
| **Certificate III** |  | Sport |  | Certificate III in Sport and Recreation  Certificate III in Sport Career Oriented Participation  Certificate III in Sport Coaching  Certificate III in Sport Officiating  Certificate III in Sports Trainer |
| Fitness | Certificate III in Fitness |
| Recreation | Certificate III in Outdoor Recreation  Certificate III in Aquatics and Community Recreation |
|  |  |  |  |  |
| **Certificate IV**  **Diploma**  **Advanced Diploma**  **Higher Education** |  | **Certificate IV** |  | Certificate IV in Sport and Recreation  Certificate IV in Sport Development  Certificate IV in Sport Coaching  Certificate IV in Fitness  Certificate IV in Outdoor Recreation |
|  |  |  |  |
|  | **Diploma**  **Advanced Diploma** |  | Diploma of Sport and Recreation Management  Diploma of Sport Development  Diploma of Sport Coaching  Diploma of Fitness  Diploma of Outdoor Recreation |
|  |  |  |  |
|  | **Higher Education** |  | Bachelor of Exercise Science  Bachelor of Applied Science (Human Movement)  Bachelor of Arts (Sport Administration)  Bachelor of Physical Education  Bachelor of Sport Coaching  Bachelor of Sport Management  Bachelor of Sport Science  Master of Sports Science  Master of Sports Coaching |

Appendix – Sample programs

SIS20213 Certificate II in Outdoor Recreation (Release 2)\*

\*old qualification available for 2020 delivery only

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Year 1** | | |
| HLTAID003 | Provide first aid | 18 |
| SISOODR201A | Assist in conducting outdoor recreation sessions | 20 |
| SISOOPS201A | Minimise environmental impact | 10 |
| SISXEMR201A | Respond to emergency situations | 18 |
| SISXIND101A | Work effectively in sport and recreation environments | 25 |
| SISXOHS101A | Follow occupational health and safety policies | 10 |
| SISOCYT201A | Select, set up and maintain a bike | 10 |
| SISOCYT202A | Demonstrate basic cycling skills | 12 |
| SISOCYT202A | Demonstrate basic cycling skills | 12 |
| SISOMBK201A | Demonstrate basic off-road cycling skills | 20 |
| SISONAV201A | Demonstrate navigation skills in a controlled environment | 10 |
| SISXFAC207 | Maintain sport, fitness and recreation equipment for activities | 5 |
| SISXFAC208 | Maintain sport, fitness and recreation facilities | 7 |
| SISSSPT201A | Implement sports injury prevention | 20 |
| SITXCCS001 | Provide customer information and assistance | 20 |
| **Total Sample Program Hours:** | | **217** |

SIS20419 Certificate II in Outdoor Recreation (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Year 1** | | |
| HLTWHS001 | Participate in workplace health and safety | 20 |
| SISOFLD001 | Assist in conducting outdoor recreation sessions | 30 |
| SISOFLD002 | Minimise environmental impact | 15 |
| SISXIND002 | Maintain sport, fitness and recreation industry knowledge | 30 |
| SISXEMR001 | Respond to emergency situations | 18 |
| SISOCYT001 | Set up, maintain and repair bicycles | 10 |
| SISOCYT002 | Ride bicycles on roads and pathways, easy conditions | 15 |
| SISOCYT004 | Ride off road bicycles on easy trails | 25 |
| SISOFLD006 | Navigate in tracked environments | 15 |
| HLTAID003 | Provide first aid | 18 |
| SISXFAC001 | Maintain equipment for activities | 5 |
| **Total Sample Program Hours:** | | **201** |

SIS20115 Certificate II in Sport and Recreation (Release 1)

|  |  |  |
| --- | --- | --- |
| Code | Unit Title | Nominal  Hours |
| **Units 1 to 2** | | |
| **Year 1** | | |
| BSBWOR202 | Organise and complete daily work activities | 20 |
| HLTAID003 | Provide first aid | 18 |
| HLTWHS001 | Participate in workplace health and safety | 20 |
| SISXCAI002 | Assist with activity sessions | 15 |
| SISXCCS001 | Provide quality service | 25 |
| SISXEMR001 | Respond to emergency situations | 18 |
| SISXIND001 | Work effectively in sport, fitness and recreation environments | 25 |
| SISXIND002 | Maintain sport, fitness and recreation industry knowledge | 30 |
| BSBSUS201 | Participate in environmentally sustainable work practices | 20 |
| SISXFAC002 | Maintain sport, fitness and recreation facilities | 14 |
| SISSPAR003 | Follow specialist dietary advice | 20 |
| SISSPAR001 | Participate in sport at an intermediate level | 25 |
| SISSPAR009 | Participate in conditioning for sport | 20 |
| **Total Sample Program Hours:** | | **270** |

SIS30115 Certificate III in Sport and Recreation (Release 1)

|  |  |  |  |
| --- | --- | --- | --- |
| Code | Unit Title | Release | Nominal  Hours |
| **Units 1 to 4** | | | |
| **Year 1** | | | |
| BSBWOR301 | Organise personal work priorities and development | | 30 |
| HLTAID003 | Provide first aid | | 18 |
| HLTWHS001 | Participate in workplace health and safety | | 20 |
| ICTWEB201 | Use social media tools for collaboration and engagement | | 20 |
| SISXCAI003 | Conduct non-instructional sport, fitness or recreation sessions | | 20 |
| SISXCCS001 | Provide quality service | | 25 |
| SISXEMR001 | Respond to emergency situations | | 18 |
| SISXFAC002 | Maintain sport, fitness and recreation facilities | | 14 |
| SISXCAI002 | Assist with activity sessions | | 15 |
| SISXFAC001 | Maintain equipment for activities | | 5 |
| **Year 2** | | | |
| BSBWHS303 | Participate in WHS hazard identification, risk assessment and risk control | 1 | 50 |
| SISSSCO001 | Conduct sport coaching with foundation level participants | 1 | 50 |
| SISXCAI004 | Plan and conduct programs | 1 | 35 |
| SISXCAI006 | Facilitate groups | 1 | 25 |
| SISXRES002 | Educate user groups | 1 | 25 |
| **Total Sample Program Hours:** | | | **370** |

SIS20419 Certificate II in Outdoor Recreation (Release 1), with the scored Units 3 and 4 sequence from SIS30115 Certificate III in Sport and Recreation (Release 1)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Code | | Unit Title | Release | Nominal  Hours |
| **Units 1 to 4** | | | | |
| **Year 1** | | | | |
| HLTWHS001 | Participate in workplace health and safety | | | 20 |
| SISOFLD001 | Assist in conducting outdoor recreation sessions | | | 30 |
| SISOFLD002 | Minimise environmental impact | | | 15 |
| SISXIND002 | Maintain sport, fitness and recreation industry knowledge | | | 30 |
| SISXEMR001 | Respond to emergency situations | | | 18 |
| SISOBWG001 | Bushwalk in tracked environments | | | 20 |
| SISOFLD006 | Navigate in tracked environments | | | 15 |
| HLTAID003 | Provide first aid | | | 18 |
| SISXFAC001 | Maintain equipment for activities | | | 5 |
| SISOPLN002 | Plan outdoor activity sessions | | | 50 |
| SISXCAI001 | Provide equipment for activities | | | 10 |
| **Year 2** | | | | |
| BSBWHS303 | | Participate in WHS hazard identification, risk assessment and risk control | 1 | 50 |
| SISSSCO001 | | Conduct sport coaching with foundation level participants | 1 | 50 |
| SISXCAI004 | | Plan and conduct programs | 1 | 35 |
| SISXCAI006 | | Facilitate groups | 1 | 25 |
| SISXRES002 | | Educate user groups | 1 | 25 |
| **Total Sample Program Hours:** | | | | **416** |