 <p>Belmont High School <i>'Strive for the Highest'</i> www.bhs.vic.edu.au</p>	<h2>Vocational Education and Training Policy</h2>	
<p>Policy Status: Ratified</p>	<p>Document Owner: Business Manager</p>	<p>Authorised by: BHS School Council</p>
<p>Date of issue: 18.2.2020</p>	<p>Review Date: February 2021</p>	<p>Version 1</p>

RATIONALE

VCE VET programs are administered by the VRQA & VCAA, lead to nationally recognised qualifications and provide credit towards the VCE or VCAL. Belmont High School offer VET programmes through the Geelong VET Cluster and other Registered Training Organisations (RTOs) as agreed upon by the school. Students can only access Certificates II and III. Where appropriate students can also study VET through School-Based Apprenticeships and Traineeships.

VET offers students **aged between 15 and 19**, the opportunity to:

- Combine general and vocational studies.
- Explore career options and pathways.
- Undertake learning in the workplace.
- Gain a nationally recognised qualification or credit towards a qualification that contributes to the VCE and VCAL.
- Develop skills that equip students for the workforce and further study.


PURPOSE

- To ensure Belmont High School complies with DET policy and guidelines in the delivery of VET programs.
- To assist in calculating budgets within the school's Student Resource Package (SRP) funding.

IMPLEMENTATION

Belmont High School will:

- Appoint a VET Coordinator and RTO Coordinator to oversee the VET programs and ensure the completion and maintenance of VET contractual arrangements between BHS and VET providers.
- Promote and support VET programs offered through the Geelong VET Cluster.
- Timetable VCAL classes in a manner which allows students to access VET subjects and SBAT programs
- Timetable VCE classes in a manner which allows students to access VET subjects and SBAT programs
- Continue to offer internal VET programs that can be delivered by Belmont High School staff, support priorities and are of practical benefits to students and the Geelong VET Network Cluster.
- Provide an opportunity for BHS VET teachers to attend appropriate training.
- Ensure that student attendance is monitored weekly and that students receive two reports from the Host school/RTO.
- Provide adequate funding for the on-going maintenance and on-going acquisition of equipment for students to use in VET programs.

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FUNDING

- The materials cost will be determined by Host Schools and RTO. This information will be provided to the school through the Geelong Cluster Coordinator.
- Parents will receive written notification of these costs.
- Fees must be paid to Belmont High School by the required date or a payment plan put in place.
- International students are no longer eligible to access VET programs .
- Student VET programs must be entered on VASS by the VET Coordinator by the required date each year to ensure the school receives appropriate funding.
- A 0.2 portion of the Student Resource Package (SRP) will be used to cover the cost of a child's VET Program.
- The VET funding given to schools is allocated to the VET Operations budget to adequately resource the program, maintenance and on-going equipment replacement (on a rotating basis).
- Information on funding and charges can be obtained at:
<https://www.education.vic.gov.au/school/teachers/management/finance/Pages/srpref056.aspx>
- The RTO costs to renew registration are included in an on-going forward budget plan (eg portion each year set aside for 5 years)

EVALUATION

- This policy will be reviewed annually as part of preparing the Annual Report (or if guidelines change).

AUTHORISATION

This policy and procedure was ratified by School Council on: 28.02.2020

Signed:  (School Council President)

Signed:  (School Council Executive Officer)