



Penola
CATHOLIC COLLEGE
EST. 1995

VCAL

Numeracy

Literacy

Work Related Skills

Personal Development Skills

Religious Education



PERSONAL DEVELOPMENT & RELIGIOUS EDUCATION

Aims

The course aims to develop practical abilities and appreciation of a range of values essential to Christian communal life, including:

- Personal self-esteem and confidence.
- Social justice and responsibility.
- Care for the needs of others.
- Respect for individual rights and democratic process.
- Participation in community action.
- Active participation in the school community

Process

Course time will be divided between:

- Off-campus participation in the activities of a particular community institution or agency.
- Class time devoted to:
 - (a) developing an understanding of cultural self, family identity and connection to the community, places and religion.
 - (b) the study of community structures and operations.
 - (c) reflection on placement experiences.
 - (d) work on assessment outcomes.
 - (e) Practical project on campus
 - (f) development of a health, strength and wellbeing program incorporating physical activity.

Foundation Units

Foundation units will be offered where applicable to students at that level in preparation for intermediate participation.

All subjects at Foundation level have the same title and is a pre-requisite for the higher level.

Year 11 Personal Development Skills incorporating Health, Strength and Wellbeing

Intermediate Unit 1

This unit has the following outcomes:

- Plan and organise a complex activity
- Demonstrate self management skills for goal achievement
- Demonstrate knowledge, skills and abilities in the context of an activity or project
- Describe leadership skills and responsibilities
- Utilise interpersonal skills to communicate ideas and information

Students undertake a Scope Young Ambassadors program. This incorporates a community service placement.

Intermediate Unit 2

This unit has the following outcomes:

- Identify planning and organisation skills relevant for the management of health or community service activities
- Demonstrate skills relevant to complex problem solving
- Demonstrate knowledge and skills related to a hobby, study or interest
- Utilise research and development skills to present information to an audience
- Use spoken language and active listening skills to communicate complex ideas and information

Intermediate Year 11: Religious Education incorporating Personal Development Skills Foundation Unit 2

Religious Education will have a large focus serving the local community through charitable work whilst also incorporating

Topics include:

- Theology of the Body: Exploring ways to develop healthy relationships.
- Understanding Religion in Our World: Exploring Christian and non Christian faith
- Ethical Decision Making: Exploring contemporary ethical issues in society
- Building the Kingdom Through Social Justice: Exploring ethics through active Christian Service

Year 12 Personal Development Skills

Senior Unit 1

The PDS Senior Unit 1 will be conducted over the first three terms of the year. The course builds on the skills developed in the Intermediate Units through practical activities which have a community service focus. A particular outcome of the course is the development of an awareness and understanding of cultural diversity in the community. Students will also have the opportunity to participate in some elements of the Year 12 R.E. elective program including:

- Within the Faith and Justice Unit, participating in the visiting program by supporting local communities
- Participation in personal development activities of the Term 3 Faith and Sexuality unit



VCAL LITERACY SKILLS

Year 11 VCAL students will undertake VCAL Literacy Skills Intermediate - Reading and Writing. Year 12 VCAL students will undertake VCAL Literacy Skills Senior - Reading and Writing. This unit will help students develop the skills and knowledge to read and write a range of texts on everyday subject matters where practical relevant documents will be utilised to provide early examples of what will be required in the workplace.

Reading and Writing

Learning outcomes include:

- Writing for self-expression
- Writing for practical purposes
- Writing for knowledge

- Writing for public debate
- Reading for self-expression
- Reading for practical purposes
- Reading for knowledge
- Reading for public debate

Oral Communication

There are four learning skills:

- Oracy for Self Expression
- Oracy for Knowledge
- Oracy for Practical Purposes
- Oracy for exploring issues and Problem Solving

Assessment methods

The range of assessment methods are used to verify successful completion of learning outcomes of each VCAL unit in the VCAL program. Assessment methods are flexible and include a student portfolio of evidence of learning such as:

- Self assessment
- Teacher observation
- Reflective work journals
- Student log books
- Reports
- Oral and written presentations
- Research projects



VCAL NUMERACY

Year 11 VCAL: Intermediate Numeracy

This unit looks at maths applied to tasks which are part of the student's normal routine and also outside their immediate personal environment such as the workplace and the community, whether first hand or portrayed by the media. The maths involved includes measurement, shape, numbers and graphs.

Learning Outcomes include:

- Numeracy for Practical Purposes – Design and Measuring
- Numeracy for Personal Organisation – Money, Time and Location
- Numeracy for Interpreting Society - Data and Numerical Information

Year 12 VCAL: Senior Numeracy

This unit aims to enable students to explore maths beyond the familiar and everyday use to its application in wider, less personal context such as newspapers, workplace documents and procedures, and specific projects at home or in the community. The mathematics involved would include measurement, graphs and simple statistics, use of maps and directions and an introduction to the use of formulae and problem solving strategies.

Learning Outcomes include:

- Numeracy for Practical Purposes
- Numeracy for Personal Organisation
- Numeracy for Interpreting Society
- Numeracy for Knowledge

PLEASE NOTE: Students in the trade specific areas will be required to undertake a VCE Maths unit in each year.



VCAL WORK RELATED SKILLS

The purpose of the work related skills is to develop employability skills, knowledge and attitudes valued within community and work environments as a preparation for employment. The development of employability skills within this strand provides students with a capacity to consider and choose from the range of pathways open to students.

In both years students have to complete a minimum of 100 hours of structured Work Placement. It is compulsory for students to find a work placement.

Students will also be required to apply for part time jobs as part of assessment.

Year 11 VCAL students will undertake 2 VCAL Work Related Units

Work Related Skills Intermediate Unit 1

The Learning Outcomes are as follows:

- Learn about basic conditions and entitlements of a specific industry
- Obtain and communicate information in response to a work related Occupational Health and Safety issue
- Develop knowledge and understanding of OH&S in a work related context
- Identify workplace safety hazards
- Work in a team to follow work procedures within a work-related activity
- Use information and communications technology in relation to a work related activity

Work Related Skills Intermediate Unit 2

The Learning Outcomes are as follows:

- Research information for a work related goal
- Communicate information and ideas for a work related activity
- Plan, organise and manage a work related activity
- Identify and solve common work related problems
- Work in a team to undertake a work related activity
- Use information and communications technology and other technology in relation to a work related activity

YEAR 12 VCAL students will undertake 2 VCAL Work Related Units

Work Related Skills Senior Unit 1

The Learning Outcomes are as follows:

- Research information about a specific industry or workplace from a variety of sources
- Communicate ideas and information about a range of OHS requirements in the work place
- Understand Hazard Identification, Risk Assessment and Control of hazards and risks within the workplace

- Demonstrate an understanding of the OHS issues - resolution process
- Work in a team to follow safe work procedures within a complex work-related project
- Use information and communications technology in relation to a complex work-related project
- Use workplace technology and equipment in accordance with OHS guidelines in a complex work-related project.

Work Related Skills Senior Unit 2

The Learning Outcomes are as follows:

- Collect, analyse and evaluate information required for a complex work-related project
- Communicate ideas and information in a work environment
- Plan, organise and manage a complex work-related project
- Identify and solve problems in the workplace
- Work in teams to undertake a complex work-related project
- Use information and communications technology in relation to a complex work-related project
- Use workplace technology and equipment in a complex work-related project





PLANNING YOUR VCAL PROGRAM

VCAL students are required to apply to participate in the VCAL program, which is followed up with an interview. Successful applicants are required to abide by the conditions outlined in the declaration they have signed. Students will become part of either a trade or a service. Successful applicants will be required to undertake the first unit of Work Related Skills prior to being eligible to commence placement.

To qualify for the award of VCAL you must complete a minimum of 1000 nominal hours of study during the year. This is typically made up of 10 semester length units each of 100 hours with 50 hours in the classroom or workplace and another 50 hours spent on homework or private study. There is an expectation that work not completed in class is completed for homework. This also includes folio development.

External to TAFE courses timetabled at school, students will engage in projects when VET is relevant to their future vocation.

The program can lead to extensive pathways and can take various forms as outlined in these three options.

Students may also be offered the opportunity to participate in RSA, RSF, RSG, Barrista as well as AFL umpiring training. *These may incur extra fees.

Option One	Option Two - by negotiation	Option Three
Religious Education	Religious Education	*Religious Education <i>*This is considered if the opportunity for immediate employment is obtained</i>
Literacy	Literacy	Literacy
Numeracy	Numeracy	Numeracy
Work Related Skills	Work Related Skills	Work Related Skills
Personal Development Skills	Personal Development Skills	*Personal Development Skills <i>*This is considered if the opportunity for immediate employment is obtained</i>
VET Program Selected from the list of VET Certificates offered internally at Penola Catholic College – refer to page 9 of Senior Programs VCE, VET, VCAL Handbook For example, Retail Cosmetics and Salon Assistant	SBAT School Based Apprenticeship Training Students must check the number of credits awarded through the SBA and external VETs Note: There may be some cost for fees and equipment for students understanding SBATS.	External VET For example: . Building and Construction . Plumbing
A second internally offered VET study *	External TAFE or internal program as individually negotiated	A second VET** or internal program as individually negotiated
Work Placement	Work Placement	Work Placement

VCE options for VCAL students may be possible by negotiation but must directly complement a VET program whilst not compromising other subjects.

**** VET courses** through Kangan or other TAFE institutes could be a full or half day programs. These can have varying starting and finishing times, therefore students will be expected to be at Penola Catholic College when not at TAFE on these days. Programs such as Hospitality may go into the evening so students must organise travel arrangements.

Participation in College Events: On occasions, students will be required to participate in College activities on TAFE days. This will be pre-arranged and the TAFE institutions will be informed, where work placement is affected students will be required to notify employers.

VCE Maths: In some circumstances, VCAL students may undertake General Maths-Further Units 1 & 2 as part of the VCAL Program..

VCAL students will be required to attend a regular program during VCE exams.

Work Placement: Intermediate and Senior VCAL students must complete Work Placements. Students are to organise their own placements and have their Work Placement Agreement Forms completed minimum of 2 weeks prior to commencing their placements. The Work Related Skills teachers and VCAL SWL Co-ordinators will also assist students in completing their documentation prior to commencement of the placement. VCAL teachers will visit students whilst on their placement.



VCAL PROGRAM PLANNING FIRST YEAR (YEAR 11)

Strand	Semester 1	Semester 2
Literacy Skills	VCAL Literacy 1	VCAL Literacy 2
Numeracy Skills	VCAL Numeracy 1	VCAL Numeracy 2
Work Related Skills (WRS)	VCAL WRS 1	VCAL WRS 2
Personal Development Skills and Religious Education	VCAL PDS Foundation Unit 2	VCAL PDS Foundation Unit 2
Personal Development Skills	VCAL PDS 1	VCAL PDS 2
VET Certificate	Your VET Selections for Unit 1 & 2 _____	
Additional VCE or VET Certificate	Your VCE or VET Selection _____ 1	Your VCE or VET Selection _____ 2



VCAL PROGRAM PLANNING SECOND YEAR (YEAR 12)

Strand	Semester 1	Semester 2
Literacy Skills	VCAL Literacy 1	VCAL Literacy 2
Numeracy Skills	VCAL Numeracy 1	VCAL Numeracy 2
Work Related Skills (WRS)	VCAL WRS 1	VCAL WRS 2
Personal Development Skills (PDS)	VCAL PDS 1 (including RE Program)	VCAL PDS 1 (including RE Program)
VET Certificate	Your VET Selection for Unit 3 & 4 _____	
Additional VET Selection or SBAT	Your VET Selection or SBAT _____ 3	Your VET Selection or SBAT _____ 4
Personal Development Skills	VCAL PDS 2	Community Project incorporating VET