holmesglen

Vocational College
It’s my future, my career choice
An exciting concept in upper secondary education
The Vocational College is a centre for learning for students aged 16 to 18, offering the Victorian Certificate in Applied Learning (VCAL).

It provides a hands-on, vocational learning environment that is very different to school.

The focus of the Holmesglen Vocational College is the educational and social development of students to prepare them for employment and full participation in society through applied learning. Programs are delivered not only within the Vocational College itself but also utilise the outstanding vocational training facilities of Holmesglen and, in addition, make the most of community and workplace-based learning.

We believe young people should be provided with programs that offer the opportunity to experience a broad range of vocational learning areas enabling them to make well-informed decisions about their future career, based on their own hands-on experience.

We also believe it is of critical importance all students have strong literacy and numeracy skills to ensure they are well-equipped for their chosen career and also have the capacity to progress onto further education.

Holmesglen has offered tailored programs to young people for many years, and VCAL programs for the past seven years. Our success in providing engaging and relevant programs with strong careers pathways has led to the Vocational College initiative.
“I like coming to the Vocational College because I’m learning skills that are important for my future.”
Holmesglen Vocational College offers a vocationally-focused program with clear pathways to further TAFE options and apprenticeships. There is a strong communication and calculation skills component and well-structured work placements. Students participate in a rewarding and enjoyable personal development program incorporating sports, arts and hobbies, community projects, excursions and camps. Students in the Vocational College undertake the Victorian Certificate in Applied Learning (VCAL) at the Intermediate or Senior level.

Program structure:

- Literacy and numeracy skills
- Work related skills
- Personal development skills
- Industry specific (vocational) skills.

All learning areas are delivered in an interactive, flexible and interesting way. Many of these learning activities are undertaken in the form of projects combining different learning streams - often delivered outside the classroom.

Literacy and Numeracy Skills

A heightened capacity to communicate effectively and make calculations in a work environment provide a critical foundation for further study and future career success. All students entering the Vocational College have their literacy and numeracy skills assessed at the start of each year to ensure the program meets their individual needs. Students are provided with additional support, where needed. Literacy and Numeracy Skills classes are closely related to the knowledge and skills students need in their vocational learning programs and future careers.

Industry Specific Vocational Skills

The industry specific vocational skills program makes up the largest component of the VCAL course of the Vocational College.

At the Intermediate level, each student chooses two industry vocational streams for the year from a very broad range of choices, undertaking one per semester during the year. The aim of this part of the program is to give students the necessary experience and understanding to make well-informed decisions about their further study and career choices, beyond the Vocational College.

At the Senior level, the VCAL program incorporates a full vocational training program focussing on one career direction. Completing an industry course e.g. carpentry pre-apprenticeship or Certificate III in Fitness, in the supported environment of the Vocational College enhances the student success. Students are also well prepared for the next career step of an apprenticeship or further training in Certificates or Diplomas.
“It’s a great learning environment where I really feel I am listened to.”
## Industry specific streams

The Industry specific streams involve training for two days per week and may involve a combination of skills. These streams are available for all Intermediate and Senior students.

<table>
<thead>
<tr>
<th>Stream</th>
<th>Skills</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beauty Therapy</strong></td>
<td>Introduction to make-up, nails products and services and customer service.</td>
<td>City location – Headmasters Academy</td>
</tr>
</tbody>
</table>
| **Building Industry Studies** | • Bricklaying  
• Carpentry  
• Painting  
• Plumbing  
• Roof Tiling  
• Solid Plastering  
• Wall and Ceiling Lining  
• Wall and Floor Tiling | Chadstone                                         |
| **Business**            | • Administration  
• Marketing  
• Small Business Management  
• Advertising | Some availability at Moorabbin, Chadstone and Waverley                                    |
| **Community Services**  | • Children’s Services  
• Disability Services  
• Aged Care Services | Moorabbin and Waverley                          |
| **Electrical**          | • Electrical  
• Sustainable Practices  
• Air-conditioning | Moorabbin                                        |
| **Engineering**         | • Fitting and Machining  
• Metal Fabrication  
• Welding  
• Computer Aided Design (CAD) | Moorabbin                                        |
| **Furniture Studies**   | • Cabinet Making  
• Design  
• Furniture Finishing and Upholstery  
• Furniture Manufacturing  
• Joinery | Chadstone                                        |
| **Hairdressing**        | Introduction to styling, customer service, tools and equipment. | City location – Headmasters Academy               |
| **Hospitality**         | • Cookery, Food and Beverage | Moorabbin and Waverley                          |
| **Multimedia**          | • 2D and 3D Animation  
• Website Design | Moorabbin and Waverley                          |
| **Sport and Recreation**| • Fitness  
• Outdoor Recreation  
• Sport Activities and Recreation Activities | Moorabbin and Waverley                          |
Training in vocational skills takes place at the locations indicated on two full days per week throughout the year, although there may be some minor variations to training dates for individual streams. Students are required to make their own way to the training venues on these two days.

Delivery of each of the individual teaching streams is subject to the formation of full group numbers. Not all streams may be offered each year or each semester. Students choose different streams each semester to cover a range of new experiences. If an Industry area is part of more than one stream, it is not possible to choose this combination.

There are Industry specific streams that are designed for Senior students only:

<table>
<thead>
<tr>
<th>Industry</th>
<th>Description</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Carpentry pre-apprenticeship</strong></td>
<td>Students gain the pre-apprenticeship Certificate II in Building and Construction (Carpentry Pre-apprenticeship)</td>
<td>Chadstone campus</td>
</tr>
<tr>
<td><strong>Electrical pre-apprenticeship</strong></td>
<td>Students gain the Electrical pre-apprenticeship and may also be able to complete the dual pre-apprenticeship in Sustainable Energy Certificate II in Electrotechnology (Pre-vocational studies)</td>
<td>Moorabbin campus</td>
</tr>
<tr>
<td><strong>Business Management</strong></td>
<td>Small Business (or Micro Business) Management Certificate III in Micro business</td>
<td>Chadstone campus</td>
</tr>
<tr>
<td><strong>Tourism</strong></td>
<td>Certificate III in Tourism</td>
<td>Moorabbin or Waverley campus</td>
</tr>
<tr>
<td><strong>Event Management</strong></td>
<td>Certificate III in Event Management</td>
<td>Moorabbin or Waverley campus</td>
</tr>
<tr>
<td><strong>Information Technology</strong></td>
<td>Multimedia, Animation and Web Page Design Certificate III in Information Technology – Multimedia stream</td>
<td>Moorabbin campus</td>
</tr>
<tr>
<td><strong>Fitness</strong></td>
<td>Skills in the Fitness Industry Certificate III in Fitness</td>
<td>Moorabbin or Waverley campus</td>
</tr>
<tr>
<td><strong>Fashion Design</strong></td>
<td>Introduction to fabrics, design and garment production. Certificate II in Applied Fashion Design and Technology.</td>
<td>City location - Headmasters Academy</td>
</tr>
</tbody>
</table>

**Personal Development**

The Vocational College offers young people the opportunity to enjoy many of the features of learning programs often associated with schools, such as team-oriented sports and activities, developing life skills and a network of friends.

There is a range of sporting and non-sporting activities and community projects which are undertaken for 5 - 6 hours per week. In addition, there is the opportunity for students to participate in camps and day excursions through Holmesglen’s rural property at Eldon and other off-campus venues.

**Work Related Skills and Work Placement**

Practical placement is a core component of the curriculum, providing students with industry-specific and relevant skills and knowledge which facilitate entry into the workforce. In many cases, specific experience with an employer may lead to an apprenticeship or part-time work opportunity.

Students are given thorough preparation for their placement with detailed studies in:

- Occupational Health and Safety
- Understanding the workplace
- Employability skills
“I am beginning to enjoy what I learn now and my skills have improved a lot.”
A week at Holmesglen Vocational College

Michael

Michael completed Year 10 at his local secondary college. He has always been keen on building things and sees himself in a trade position later in life. He came to the Vocational College to get a head start in his career while completing secondary education.

He has chosen a trade stream and sport and recreation to gain insight into a range of pathways.

A typical week for Michael looks like this:

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literacy and numeracy skills – house design project</td>
<td>Work Skills – safety and career studies Personal development – gym work and nutrition project</td>
<td>Literacy and numeracy skills – house design project</td>
<td>Training in Certificate II in Community Recreation</td>
<td>Training in Certificate II in Community Recreation</td>
</tr>
<tr>
<td>Vocational College Moorabbin</td>
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<td>Vocational College Moorabbin</td>
<td>Sport and Recreation classrooms and the Fitness Centre at Moorabbin</td>
<td>Sport and Recreation classrooms and the Fitness Centre at Moorabbin</td>
</tr>
</tbody>
</table>

In Term II and IV, Michael will also have two weeks of work placement to gain an even greater insight into the real world of work.

In Terms III and IV, Michael has chosen a different industry stream and will gain skills in carpentry and tiling. He has also chosen a new personal development activity so has the opportunity to gain skills and experience in soccer and other ball sports – and in art multimedia.

At the end of the year, Michael will be very well informed in a number of trade training options and will be assisted in making choices about a program of further study – VCAL Senior, a Carpentry pre-apprenticeship or perhaps Certificate III in Fitness may be on his list of choices.
Sandra

Sandra loves cooking but isn’t sure if she will like being an apprentice chef. She chose the Vocational College so she could experience a range of options. Her industry choices are Hospitality and Business.

**For Sandra, a typical first semester week will look like this:**

<table>
<thead>
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<th>Monday</th>
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<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literacy and numeracy skills – vegetarian and other food choices project</td>
<td>Training in Certificate II in Hospitality – Operations</td>
<td>Literacy and numeracy skills – vegetarian and other food choices project</td>
<td>Training in Certificate II in Hospitality - Operations</td>
<td>Work Skills – safety and career studies Personal development – gym work and nutrition project</td>
</tr>
<tr>
<td>Activities afternoon – Film making and Art</td>
<td>Vocational College Waverley</td>
<td>Vocational College Waverley</td>
<td>In Zest restaurant and kitchens at Waverley campus</td>
<td>Vocational College Waverley</td>
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<td>Vocational College Waverley</td>
<td></td>
</tr>
</tbody>
</table>

Sandra is convinced hospitality is her chosen career and is looking to gain a chef apprenticeship next year. Her work placement has offered her an apprenticeship and she is thrilled. As the hours are often late, she has time during the day to continue with her sport and her interest in art.
“I enjoyed all parts of the course - trade, classroom learning and activities.”
Teachers, students and parents

A Learning Partnership

We believe a cooperative relationship between staff, students and parents is critical to individual student success. Respect and recognition of each other’s roles and close communication are central to this relationship. Each student in the Vocational College belongs to a student group led by a Mentor Teacher. The Mentor Teacher is the primary point of contact for both students and parents. The Mentor Teacher provides overall guidance and support to students in moving through the Vocational College Learning Program and beyond to further study or employment.

Teachers - Supporting Students

Teaching staff within the Vocational College have substantial experience in working with young people in vocational skills learning programs. They understand the need for a learning program that is hands-on and teaches real skills in an interesting and interactive way. All teachers in the vocational studies program have professional work backgrounds to ensure students learn only from experienced experts. By maintaining close links with their industries, staff ensure the skills taught are those demanded and valued by the businesses in which students want to work.

Students - Part of a Student Group

Caring for the personal wellbeing and development of students is a central function of the Vocational College and a critical ingredient of student success both socially and in their learning program. All students are part of a diverse and supportive Student Group led by a Mentor Teacher. Student groups can meet with their Mentor Teacher each day they are at the Vocational College.

Parents - Partners in the Program

Parents are important partners in support of a student’s learning program and decisions about future career options. Holmesglen Vocational College ensures parents are kept very much involved in this process through:

- General information sessions
- Reviews of their child’s individual learning program
- Career seminars

Mentor Teachers provide a contact person for parents (and students) with specific enquiries about the student’s Vocational College program. Parents and students receive a written report on progress at least twice per year. The student’s Mentor Teacher will be available to discuss these reports with parents at specific times in the year.
After Vocational College

Pathways to careers and further study

After attending the Holmesglen Vocational College, students have numerous pathways into further study or employment. Vocational College staff continue to assist students in choosing their next career step and securing their preferred option to ensure ongoing success and achievement.

Key choices available to students may include:

**VCAL Senior**
Continuing at the Vocational College and completing a VCAL Senior qualification over 12 months.

**Holmesglen Vocational Courses**
Vocational College students have preferred entry into any of the 220 or more mainstream TAFE courses at Holmesglen, to continue their studies in a specialised area. These courses may include apprenticeships, pre-apprenticeships, certificate or diploma programs.

**Apprenticeship**
Students may choose to leave the College and take up an apprenticeship. Their studies within the Vocational College will ensure they have the practical knowledge and skills in high demand by industry, placing them in an excellent position to enter the workforce.
Career pathways

All vocational programs in the Vocational College have excellent career pathways. The following show opportunities available within the building industry.

Vocational College / VCAL Program

Pre-Apprenticeship
Certificate II in Building & Construction

Apprenticeship
Certificate III in General Construction

Qualified Tradesperson

Leading Hand
Foreman
Site Supervisor
Construction Manager

Self employed sub contractor
Self employed builder

Certificate IV in Building
Diploma in Building, Building Surveying, Building Design & Drafting, Built Environment
Building Inspector, Quantity Surveyor, Clerk of Works, Building Estimator
Bachelor of Technology, Construction Management, Building Surveying, Infrastructure
“I’m glad I made the choice to come to the Vocational College. I’m already on track for my career as a carpenter.”
There are now two Holmesglen campuses where the Holmesglen Vocational College is situated. Both have new purpose-built buildings combined with accessibility to the extensive facilities, expertise and resources of all three campuses of Holmesglen.

You can be assured that the Vocational College offers the very best education facilities:

- both campuses have a futuristic library facility, the Learning Commons, equipped with the latest computers and software
- access to sporting facilities – both on campus and utilizing a range of facilities close by
- access to the Moorabbin Fitness Centre
- both have an excellent cafeteria with ample indoor and outdoor areas for student to relax with friends.
Campus locations and enrolment process

Central Facilities
The central facilities, including the Holmesglen Vocational College administration are located at:
Moorabbin Campus
Holmesglen
488 South Road Moorabbin 3189

Entry Requirements
Preferred candidates for the Vocational College will have reached the age of 16 by the start of their Vocational College learning program and will also have completed Year 10.

Enrolment Enquiries
All enrolment enquiries should be directed to:
Senior Administrative Officer
Vocational College
Moorabbin Campus
Building 4, First Floor

Hours: 9.00am – 5.00pm Monday - Friday
T: 03 9209 5105
E: vocational.college@holmesglen.edu.au
W: www.holmesglen.edu.au

Fees and Charges
Details of fees and charges payable by Vocational College students will be made available through Information Sessions and during the interview and assessment of applicant students. The booklet “Holmesglen’s State Government Fees and Charges” also contains relevant information.