



Government Reporting Requirements Report 2009

This report has been prepared by the Australian Technical College – Perth South to meet the State and Australian Governments Reporting Requirements.

DESCRIPTIVE INFORMATION

School Sector:

- Independent

School's address:

- Head campus; 41-45 Commerce Avenue, Armadale WA 6112
- Subsidiary campus; 10 Alloo Road, Maddington WA 6109

Total enrolments:

- 242

Year Leaves offered:

- Year 11
- Year 12

Co-educational or single sex:

- Co-educational

Distinctive curriculum offerings: (this refers to special programs or innovative offerings, not regular subjects offered. It could include trades skills, life skills, employability skills etc).

The Australian Technical College – Perth South offers Australian School based Apprenticeships, which combines Senior Secondary Education with trade training in the following areas:

- Automotive Mechanic (Light Vehicle)
- Metals and Fabrication
- Cabinet Making
- Building and Construction
 - Carpentry and Joinery
 - Bricklaying
 - Steel Framing

Extra-curricular activities:

- Intercampus challenge twice a year
- Weekly sports and recreation program consisting of a variety of activities; including football, basketball, volleyball and indoor activities
- Student Leadership Group
- Albany to Armadale Bike Ride
- ANZAC Day and Remembrance Day
- End of Rotation BBQ's
- Open Days incorporating Trade Skills Competition
- Challis Primary School Garden Bed Project
- Armadale Family Center Paving Project
- Trades Expo
- Employment Expo
- Habitat for Humanity Community Service Project

Social Climate:

- The Student and Employment Services section consists of; 2 Student Counsellors and 1 Employment and Training Coordinator.

Parent Involvement:

The Australian Technical College – Perth South actively seeks the involvement and feedback from parents and encourages them to be part of the College community through:

- Invitations to College hosted events such as, parent feedback forums, parent evenings and information sessions;
- Bi-monthly newsletters;
- Regular correspondence including rotation reports and end of semester reports;
- Open door policy at the College encouraging parents to contact College staff throughout the year;
- Welcome pack with College policies and procedures;
- Regular positive and negative feedback to parents;
- Brochures, pamphlets, information packages and facts sheets are readily available at the College's reception;

The College website www.atcperth.com.au has full descriptions of courses and information about services offered by the Australian Technical College – Perth South.

STAFFING INFORMATION

Qualifications of all teachers:

Qualification	Percentage of classroom teachers and Team leaders at the College
Degree	4.76%
Masters	7.14%
Bachelor Degree	30.95%
Diploma	30.95%
Certificate	71.42%

The major professional learning initiatives were as follows for 2009:

Personal Development	Staff Involved
AQTF 2007 Quality Indicators	RTO Manager
Beginning Teacher Conference	Business Facilitator
Big Skills Conference	Chief Executive Officer
Certificate IV in Business Administration	RTO Administrator
Certificate IV in Training and Assessment	RTO Manager
Training Package Briefing (CPC08)	RTO Manager, Trade Team Leader, Carpentry & Bricklaying Facilitators
Designing Assessment Tools	Metals Fabrication & Automotive Facilitators
Developing Effective RPL Tools	Trade Team Leader
Diploma of Training and Assessment	RTO Manager
Diploma of Management	RTO Manager
Dyslexia	WACE Team Leader, Automotive Facilitators, Metals Fabrication Facilitator, Math Facilitator and Business Facilitator

Personal Development	Staff Involved
ICT in English – Networking Meeting	English Facilitator
AQTF Induction	Trade Facilitators and Team Leaders
Fire Warden Training	Workshop Coordinator
Government and Regulatory Requirements	WACE Manager
ICT Confidence Building Workshop	English Facilitator
Introductory Occupational Safety and Health Representative Training	Workshop Coordinator
Keys for Life	WACE Manager
Leadership Program	WACE Manager and WACE Team Leader
Leadership Styles and Staff Management	RTO Manager, WACE Manager and Trade Team Leader
Mandatory Reporting	All Staff
Peer Support	Student Counsellor
Planning for a Great Time as Leader	RTO Manager, WACE Manager, Trade Team Leader
Private Providers Forum	RTO Manager
Resilience Doughnut	Student Counsellor
Revved Up	Student Counsellor
RPL, as easy as 1,2,3	Trade Team Leader
RTO Workshop – Vet Act Implementation - Training Plan	RTO Manger and RTO Administrator
RTO Workshop – Vet Act Implementation - Administration	RTO Manager, RTO Administrator and Senior Administration Assistant
RTO Workshop – VET Act Implementation Workshop – Training Journals	RTO Manager
Senior First Aid	Workshop Coordinator, Carpentry Facilitator, English Facilitator, Automotive Facilitator, Receptionist, Math Facilitator
MAZE – Student Administration	Curriculum Assistant
Teaching for Meaning	Math Facilitators
The Ultimate Assessment Validation Workshop	RTO Manager and Trade Team Leaders
Time and Stress Manager	RTO Manager
Training Package Implementation	RTO Manager and Electrical Facilitators
VET Coordinator Seminar	WACE Manager
VET Trak Software Training	RTO Manager and RTO Administrator

Average staff attendance for the College, based on unplanned absences for sick and emergency leave periods:

Number Staff	Number Of College Days	Total Days Staff Were Absent	Average Staff Attendance Rate
25	213	146.5	99.97%

The average attendance rate of non-teaching staff in 2009 was:

Number of Non-Teaching Staff	Number of College Days	Total Days Staff Were Absent	Average Staff Attendance Rate
17	213	102.15	99.97%

The proportion of teaching staff retained from the previous year was 66.66%

Key Student Outcomes:

Average Student Attendance Rate:

Total Number of Students	Number of School Days in Program Year	Total Number of Student Absences	Average Attendance Rate %
242	213	1946.5	96.22%

Reading, Writing and Numeracy:

Not applicable. The student cohort consists of only Year 11 and Year 12 students.

Apparent retention rate:

Year Level	Number of Student Enrolled	Number of Students Retained	Retention Rate %
11	157	110	70.06%
12	85	72	84.70%

91.43% of the Year 11 cohort who commenced an apprenticeship contract remains in training.

Year 12 Outcomes:

The College's Year 12 graduation rate for 2009 was 84.70%

79.16% of the students graduated in 2009 with an Australian School based Apprenticeship.

Value Adding:

- In most cases, Year 11 students are signed-up as an Australian School-based Apprentice from Semester two and work in a five week rotational model alternating between the College and their host employer.
- Trade training and integrated curriculum programs offered at the College are unique, providing students with the opportunity to achieve their Western Australian Certificate of Education (WACE) and units of competencies towards their trade qualification at Certificate III level by the end of Year 12.
- All students complete Safety Awareness and Senior First Aid training within their first six months at the College.
- As part of the College curriculum, and to enhance student understanding and appreciation of the wider community, all students are required to participate in 20 hours of community services.

RECOMMENDED OPTIONAL INFORMATION

How Computers are used to assist learning

Computer use:

- Computers are used in essential and core learning areas to enhance curriculum delivery. Students access online information and other interactive software regularly to facilitate training.
- All students study information technology, financial literacy and business as part of their essential learning and the skills developed in these subject areas are then applied to other curriculum areas.
- Self paced software to assist in the development of literacy and numeracy for low achievers.
- Delivery of curriculum. Includes power point projection, Keypad interaction for tests, online DVD for OSH curriculum.
- All students undertake up to four weeks of work experience as part of their pre-apprenticeship training.

End