

# *Official Notices*

December 1998 — Vol 7 No 9/10

## **IMPORTANT**

The information below is the Board's official advice to schools of the decisions it has taken, and should be acted upon as such. Please ensure the *Official Notices* are circulated to all teaching staff.

### **Topics covered by Official Notices in this issue**



#### **School Certificate**

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**1999 HSC/SC Furniture and Accommodation Review**

**BOS  
52/98**

The 1999 Higher School Certificate/School Certificate Test Furniture and Accommodation Review survey was dispatched to all secondary schools in the week beginning 2 November 1998. These forms should be completed and returned to the Office of the Board of Studies before the end of the school year.

To: Mrs Margaritha Narang  
Administration Branch  
Office of the Board of Studies  
GPO Box 5300  
SYDNEY NSW 2001

**Contact No:** (02) 9367 8282

**Fax No:** (02) 9367 8484

**Attention: Principals of Secondary Schools**



**Rural Technology HSC Examination – Topical Study 2000**

**BOS  
53/98**

The Board advises that the Rural Technology Topical Study for 2000 will be Riparian Land Management.

Riparian land is any land that adjoins or directly influences a body of water.

Farm management decisions can have a significant impact on riparian land and, consequently, waterways. There is a need to understand the effects of management on these large and important tracts of land in Australia.

**Focus areas**

- The importance of riparian land management
- Prevention of associated problems
- How to recognise problems
- How to overcome problems.

**Outcomes**

As a result of studying Riparian Land Management, students should be able to:

- discuss the types of land that could be classified as riparian
- discuss why riparian land requires special care
- discuss why riparian land should be carefully managed
- describe the factors causing streambank erosion and the use of vegetation to stabilise streambanks

- describe the effect of riparian vegetation on water quality and describe how stream contamination can be reduced
- discuss the influence of riparian vegetation on river ecosystems
- discuss the ecological importance of riparian zones and the actions undertaken to protect them
- describe the stock management procedures to be implemented so that there is minimum impact on riparian lands.

**Source material**

Riparian Management – Six Fact Sheets:

- 1 Managing Riparian Land
- 2 Streambank Stability
- 3 Water Quality
- 4 River Ecosystems
- 5 Land-based Ecosystems
- 6 Managing Stock

These fact sheets are free of charge and are available from:

Information Centre  
Department of Land and Water Conservation  
GPO Box 39  
SYDNEY NSW 2001

**Ph: 1300 360 844**



**Sheep Husbandry and Wool Technology HSC Examination – Topical Study 2000**

**BOS  
54/98**

The Board advises that the Sheep Husbandry and Wool Technology Topical Study for 2000 will be Ovine Johnes Disease.

The following aspects should be considered:

- 1 Ovine Johnes Disease (OJD)
  - 1.1 What is it and what does it affect?
  - 1.2 Diagnosis of OJD – where is it found?  
Indicate areas of concentration
  - 1.3 Not just a sheep disease but a social problem – consider how OJD has affected farmers and their families
- 2 Methods of control – eradication
  - 2.1 Vaccination
  - 2.2 Destocking of an infected flock

- 2.3 Prevention of disease spreading, eg zoning; disease-free accreditation (market assurance)
- 2.4 Preservation of genetic material

#### Recommended references

Ovine Johnes Disease: A Report to the Honourable John Anderson, Minister for Primary Industries and Energy, by D Hussey and R Morris

Available from: Livestock and Pastoral Division  
Department of Primary Industries and Energy  
Phone: (02) 6271 6330  
Fax: (02) 6273 5237

*Agfact 3.9.44: Johnes Disease of Sheep*

*Agnote SW/107: OJD special support services*

*Agnote DAI/33: Johnes Disease of Sheep: reducing losses on infected properties*

*Agnote DAI/44: Reducing the risk of introducing Johnes Disease into your flock*

*Agnote DAI/61: Frequently asked questions about Ovine Johnes Disease*

*Agnote DAI/62: Questions and answers about Ovine Johnes Disease*

Available from: Agriculture NSW  
161 Kite Street  
ORANGE NSW  
Phone: 1800 028 374 (freecall)  
(02) 6391 3433  
Fax: (02) 6391 3336

Internet: <http://www.agric.nsw.gov.au/Sheep/Health>

Television program *Landline*, 29 June 1997, and updates *1997 Annual Report of the Small Animal Veterinary Association*

Available from: Australian Veterinary Association  
PO Box 164  
ARTARMON NSW 2064  
Phone: (02) 9411 2733  
Fax: (02) 9411 5089

Internet: <http://www.farmwide.com.au/nff/vetasscn/annrpt97>



#### Suggestions for Recommended Areas of Study – 1999 HSC Visual Arts

BOS  
55/98

Visual Arts teachers and students are advised that suggestions for interpreting the Recommended Areas of Study are now available on the Board of Studies website: <http://www.boardofstudies.nsw.edu.au>

This information, including suggested references, is neither intended to be prescriptive nor exhaustive.

The Recommended Areas of Study for 1999 were published in the June *Board Bulletin* (BOS 34/98 Vol 7 No 5, 1998).

Enquiries: (02) 9367 8161 or (02) 9367 8030



#### English 2 Unit General 1999–2000 HSC Topic Area

BOS  
56/98

Recently the way in which the Topic Area electives are to be delivered has been raised as a matter of discussion. This notice is intended to remind teachers of the purpose of the Topic Area study. The Topic Area provides students with the opportunity to gain understandings of their chosen Topic Area elective.

The Topic Area electives are broad and abstract, allowing for a wide-ranging response to the chosen core text. A narrow, content-only treatment of the text is discouraged. Teachers are reminded that the Topic Area is much broader than the study of literary processes.

A Topic Area study involves:

- examining the Topic, ie Discovery or Satire, in relation to a core text;
- exploring and reflecting on the ways in which the Topic is presented in texts (core text plus supplementary materials);
- developing understandings that relate to the views represented in the texts;
- synthesising the understandings gained from the core text and supplementary material into valid and informed opinion about the Topic Area.

At least one of the texts prescribed for the selected Topic Area must be studied. The supplementary materials chosen for study may support and complement or contrast. They must be relevant to the Topic Area.



**Requirements for Provision  
of VET Courses for the Higher  
School Certificate – Delivery by  
Registered Training Organisations  
(RTOs) Other than Schools or TAFE**

BOS  
57/98

**Introduction**

These guidelines have been developed by the NSW Vocational Education Dual Accreditation Committee (VEDAC), which includes representatives of the Board of Studies, the Vocational Education and Training Accreditation Board (VETAB), the Department of Education and Training, the Catholic Education Commission and the Association of Independent Schools. They are intended to provide guidance to schools and training organisations regarding provision of HSC VET (Vocational Education and Training) courses by Registered Training Organisations other than schools or TAFE. They should form the basis of formal contractual arrangements between schools and Registered Training Organisations.

These guidelines replace the version issued in February 1997, which was titled 'Requirements for Private Providers of Vocational Higher School Certificate Courses' and included as Section 10.2.4 of the *ACE Manual* (August 1997).

**Guidelines**

**1. To whom do these guidelines apply?**

These guidelines apply to Registered Training Organisations contracted by government or non-government schools to deliver accredited VET courses as part of the NSW Higher School Certificate. Schools delivering VET courses and TAFE colleges delivering courses under the JSSTAFE Program are not included in this definition.

**2. Can Registered Training Organisations, other than schools or TAFE, deliver the Higher School Certificate?**

No. The *Education Act 1990* precludes any institution other than a government school, registered and accredited non-government school or TAFE college from offering the Higher School Certificate. Registered Training Organisations may, however, on behalf of schools, deliver VET courses that contribute to the HSC. Courses delivered by RTOs for the Higher School Certificate must meet the requirements of the Board of Studies.

**3. What course approval is required for a VET HSC course?**

The Board of Studies is required either to develop or to endorse all courses for the Higher School Certificate. In addition, VET HSC courses must have accreditation from the Vocational Education and Training Accreditation Board (VETAB). RTOs may enter arrangements to deliver VET courses which have already been developed or endorsed by the

Board and accredited by VETAB, or they may enter arrangements to deliver courses which have been proposed to the Board by schools/school systems and which have been endorsed by the Board of Studies as VET Board Endorsed Courses.

**4. Is VETAB registration required for delivery of VET HSC courses?**

Yes. All VET HSC courses must be delivered by VETAB-registered organisations. Where a Registered Training Organisation intends to deliver an HSC VET course/modules, the Registered Training Organisation must have current VETAB registration and it must be within the RTO's scope to deliver the particular course/modules. Schools should confirm VETAB registration by sighting the certificate(s) issued by VETAB to the RTO. Further information on registration can be obtained from VETAB on (02) 9244 5335.

**5. What are the responsibilities of the school when using a Registered Training Organisation?**

The school retains overall responsibility for monitoring course delivery and for duty of care while students are participating in courses conducted by a Registered Training Organisation.

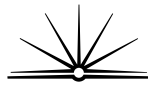
The school is also responsible for providing information to the Board of Studies for assessing, reporting and credentialling of the course. This includes student entries, module data collection forms and advice regarding 'U' awards. The school must notify the RTO of:

- requirements for satisfactory completion of the HSC
- requirements for course delivery
- assessment requirements
- requirements in respect of reporting and credentialling.

**6. Who holds copyright for vocational HSC courses?**

The Board of Studies has agreed to make its syllabuses freely available but cannot sub-license use of the component modules where copyright is held by another agency. As part of the registration process, VETAB will need to be satisfied that the RTO has permission from the agency holding copyright of the curriculum modules used in the course. To date, these are as follows:

<i>Office Skills CEC</i>	<i>Australian Training Products Ltd</i>
<i>Hospitality CEC</i>	<i>Australian Training Products Ltd</i>
<i>Furnishing CEC</i>	<i>Australian Training Products Ltd</i>
<i>Building and Construction CEC</i>	<i>Australian Training Products Ltd</i>
<i>Electronics CEC</i>	<i>Australian Training Products Ltd</i>
<i>Rural Industries CEC</i>	<i>NSW Rural Training Council/TAFE NSW</i>
<i>Retail CEC</i>	<i>Board of Studies developed the course</i>
<i>Information Technology</i>	<i>Australian Training Products Ltd</i>
<i>Industry Studies – Hospitality</i>	<i>Australian Training Products Ltd</i>
<i>Industry Studies – Metal and Engineering</i>	<i>TAFE NSW/Australian Training Products Ltd</i>
<i>Industry Studies – Retail</i>	<i>Board of Studies developed the course</i>



**7. How is work placement organised?**

Registered Training Organisations may be contracted to organise work placements but this must be done in conjunction with the participating schools. Work placement supervision may also be undertaken by the RTO following negotiation with the school. However, the responsibility for duty of care and supervision remains with the school, with the level of care required dependent on the age of the students.

**8. What documentation of student achievement is required?**

The student's home school retains responsibility for communicating with the Board of Studies for the purpose of HSC reporting and credentialling of all vocational courses. Registered Training Organisations must advise the school(s) in writing as to which modules have been successfully achieved by each student. For some courses, Registered Training Organisations may also be required to report units of competency.

**9. Who issues the VETAB credential?**

Where an RTO is delivering a locally designed Board Endorsed Course, the RTO is responsible for issuing the VETAB credential. Where an RTO delivers a Board Developed or Content Endorsed Course (ie a course from the list in point 6 above), the Board will issue the VETAB credential. All school systems in NSW have agreed to allow the Board to credential vocational courses in this way to provide consistency in documentation for secondary students. In these cases the RTO may also issue students with a statement of modules/competencies achieved.

*Note that schools will be required to advise the Board of modules successfully completed by all students in all courses irrespective of the course provider, with the exception of TAFE-delivered courses. This is to enable the Board to confirm course completion details for HSC purposes and to provide data for State and national data collection purposes.*

**10. What about insurance?**

RTOs must show proof of public liability insurance cover for students to attend courses on RTO premises. The RTO must indemnify the school/school system against any liability for injury to a student at RTO premises.

For further information regarding these guidelines, please contact the Office of the Board of Studies on (02) 9367 8206.



**Future Availability of Content Endorsed Courses**

**BOS  
58/98**

The Board has received a number of enquiries from schools regarding the future availability of various Content Endorsed Courses. Schools are advised that all of the current Content Endorsed Courses, other than vocational CECs, will continue to be available for study in 1999 and 2000. These courses are as follows:

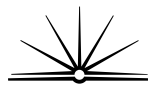
- Ceramics
- Computing Applications
- Drama and Theatre
- Environmental Studies
- Exploring Early Childhood
- History for Leisure
- Horticulture
- Marine Studies
- Mass Media Studies
- Photography
- Practical Writing Skills
- Religion Studies
- Skills for Living
- Sport, Lifestyle and Recreation Studies
- Studies in Dance
- Visual Design
- Work Studies.

During 1999 the Board intends to conduct an evaluation of the above courses, as required by the HSC Review White Paper. Schools will be invited to participate in the evaluation process.

Any changes to Content Endorsed Courses resulting from this evaluation will not be introduced until 2001. Students undertaking two-year CECs over the years 2000–2001 will be able to complete the course they have commenced.

This advice does not apply to vocational Content Endorsed Courses, which will be superseded by Industry Frameworks from Year 11, 2000.

**Contact Nos: (02) 9367 8203 Margot Alaba  
(02) 9367 8165 Jenni Wilkins**



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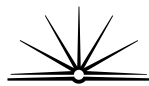
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