

Supplement 5

VCE VET Scored Assessment

This supplement contains scored assessment and examination advice relating to:

- **VCE VET Community Services.**

This revised VCE VET program offers scored assessment for the first time in 2011.

In February 2010, a generic assessment guide for all VCE VET scored programs was published by the VCAA. This assessment guide provides an overview of scored assessment, the process of integrating study scores with competency based assessment and detailed advice regarding the development and assessment of coursework tasks.

The *VCE VET Assessment Guide* also contains generic templates, scoring criteria and other coursework assessment records and is available for download from the VCE VET Community Services program page: www.vcaa.vic.edu.au/vet/programs/community/commervice.html

For other VCE VET program specific templates, please refer to the individual VCE VET program pages on the VCAA website at: www.vcaa.vic.edu.au/vet/programs/index.html

Continuous improvement

During the life of a training package there may be occasions when changes are made to reflect feedback from users or to include the latest industry practices.

This process is called continuous improvement. When continuous improvement impacts on a unit or units in a scored VCE VET program, advice will be published in the VCAA Bulletin VCE VCAL and VET and the updates will be published on the relevant VCE VET program page of the VCAA website.

Online subscription to the VCAA Bulletin VCE, VCAL and VET is available from the following link: www.vcaa.vic.edu.au/correspondence/bulletins/bulletinonlinesignup.html

Template – Community Services Assessment Plan 2011

CHC20108 Certificate II in Community Services and selected units of competence from CHC30108 Certificate III in Community Services Work and CHC30708 Certificate III in Children’s Services

Template

Student Number:

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Assigned to:

Vass Data Entry No.

	Work Perf. (1st)	Work Perf. (2nd)	Work Project (1st)	Work Project (2nd)	Product (1st)	Product (2nd)	Portfolio (1st)	Portfolio (2nd)
	01	02	03	04	05	06	07	08
CHCRH401A Work effectively in the leisure and health industry 50								
CHCCS421A Undertake community sector work within own community 80								
CHCAD401D Advocate for clients 20								
CHCCW301C Operate under a casework framework 20								
Electives: select <u>two</u>								
CHCAOD201D Prepare for alcohol and other drugs work 70								
CHCCD307C Support community resources 30								
CHCGROUP302D Support group activities 20								
CHCMH301A Work effectively in mental health 50								
CHCPR301A Provide experiences to support children's play and learning 40								
CHCPR303D Develop understanding of children's interests and developmental needs 20								
CHCYTH301D Work effectively with young people 40								
HLTCS306B Respond effectively to difficult or challenging behaviour 20								
Allocation of nominal hours:								

Samples – Community Services Assessment Plan 2011

CHC20108 Certificate II in Community Services and selected units of competence from CHC30108 Certificate III in Community Services Work and CHC30708 Certificate III in Children's Services

Sample 1

Student Number:

1	2	3	4	5	6	7	8	9
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Assigned to:

		Work Perf. (1st)	Work Project (1st)	Portfolio (1st)
		Vass Data Entry No.		
		01	03	07
CHCRH401A	Work effectively in the leisure and health industry 50	✓		
CHCCS421A	Undertake community sector work within own community 80		✓	
CHCAD401D	Advocate for clients 20			✓
CHCCW301C	Operate under a casework framework 20			✓
CHCYTH301D	Work effectively with young people 40			✓
HLTCS306B	Respond effectively to difficult or challenging behaviour 20		✓	
Allocation of nominal hours:		50	100	80

Sample 2

Student Number:

1	2	3	4	5	6	7	8	9
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Assigned to:

		Work Project (1st)	Work Project (2nd)	Portfolio (1st)
		Vass Data Entry No.		
		03	04	07
CHCRH401A	Work effectively in the leisure and health industry 50			✓
CHCCS421A	Undertake community sector work within own community 80		✓	
CHCAD401D	Advocate for clients 20			✓
CHCCW301C	Operate under a casework framework 20			✓
CHCGROUP302D	Support group activities 20	✓		
CHCMH301A	Work effectively in mental health 50	✓		
Allocation of nominal hours:		70	80	90

Sample 3

Student Number:

1	2	3	4	5	6	7	8	9
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Assigned to:		Work Perf. (1st)	Work Project (1st)	Portfolio (1st)
Vass Data Entry No.		01	03	07
CHCRH401A	Work effectively in the leisure and health industry 50			✓
CHCCS421A	Undertake community sector work within own community 80		✓	
CHCAD401D	Advocate for clients 20			✓
CHCCW301C	Operate under a casework framework 20		✓	
CHCPR301A	Provide experiences to support children's play and learning 40	✓		
CHCPR303D	Develop understanding of children's interests and developmental needs 20	✓		
Allocation of nominal hours:		60	100	70

Notes:

1. You need to select three tasks to cover all units of competence. Reading down the columns, the ticks indicate which task each unit of competence has been assigned to.
2. You may select two tasks of the same type, but not three. For example, a student could complete two Work Projects but could not do a third Work Project.
3. The assessment of a unit of competence cannot be split between two tasks.
4. Decide on task allocation after considering the units of competence and the scoring criteria for each task. This will help you to choose the task type that gives students most scope for demonstrating their achievement of the units of competence.
5. A perfectly even spread of nominal hours between the three tasks is not possible in most cases, but tasks should be as close to equally weighted as possible.
6. **No task may account for more than 110 total nominal hours in the student's Units 3 and 4 sequence. A task accounting for more than 110 hours will not be acceptable.**
7. The VASS data entry number is important information for the VASS coordinator, as these numbers appear on the VASS screen where the Assessment Plan is entered. When the VASS coordinator receives results for a coursework task, these numbers help identify the task against which the results are to be entered.
8. An electronic copy of the Assessment Plan pro forma allows you to delete unwanted columns for tasks which have not been selected.
9. It is not necessary to vary the Assessment Plan for individual students or to negotiate the plan with each student. Plan the assessment regime that will best suit your program delivery schedule.

VCE VET Community Services examination advice

Students will undertake an externally set and assessed examination in the October/November examination period. The score for the examination will contribute 34% to the final study score. A study score will not be calculated unless the student has a score for the examination. The result for the examination will be reported as a letter grade.

Overview

The examination will be based on the following units of competence from the Units 3 and 4 sequence of the VCE VET Community Services program as follows:

CHCRH401A	Work effectively in the leisure and health industry 50
CHCCS421A	Undertake community sector work within own community 80
CHCAD401D	Advocate for clients 20
CHCCW301C	Operate under a casework framework 20

Examination specifications and advice, including sample examination materials is available from the VCAA website: www.vcaa.vic.edu.au/vet/programs/community/exams.html

The examination will focus on the essential knowledge and an understanding of the essential skills as outlined in the elements and performance criteria of the relevant units of competence.

The administration of the examination will be subject to the same guidelines applicable to all other tests and examinations administered by the VCAA. Students are to follow the procedures and guidelines contained in the current edition of the VCE Exams Navigator (Student Information and Timetable).

These guidelines cover:

- General Achievement Test (GAT)
- Special Provision
- examination timetables
- examination rules
- approved materials and equipment.

Examination date

The examination date for each year is published on the VCAA website: www.vcaa.vic.edu.au/vce/exams/timetable.html



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