

## CHC30221

### All items below **MUST** be present for the duration of the placement.

- The school is registered with state or territory education department in Australia
- All relevant policies, procedures, and workplace documentation to carry out their tasks including:
  - WHS and emergency response procedures including maintaining a safe learning environment for students
  - Mandatory reporting
  - Reporting procedures
  - Risk assessment
  - Complaints policies and procedures
  - Managing medical conditions procedures
  - Exclusion procedures
  - Excursions for students (as applicable) outside of the school grounds
  - Orientation procedures
  - Incident, injury, accident and trauma procedures
  - Sun protection procedures
  - First aid procedures
  - Procedures for communicating with families, guardians, carers from a range of different cultural backgrounds
  - Procedures for supporting the development of learning programs for students including learners with disabilities
  - Supervision policies and procedures
  - Diversity policies and procedures
  - Student behaviour and disciplinary procedures
- A range of facilities, equipment and furniture required for classroom and school operation, including:
  - Student desks, chairs and other seating and workspaces such as beanbags, benches, tables
  - Blackboards, white boards, and interactive whiteboards
  - Resource storage systems, such as drawers, filing cabinets and shelving
  - Equipment and materials for creating classroom displays such as thumb tacks, fishing line, blu tac, tape, card, step ladder
  - Outdoor seating, such as benches in eating areas
  - A range of playground and outdoor equipment
- Access to curriculum documents and teacher lesson plans for supporting teaching and learning
- Workplace resources, for supporting individual learning and needs of students, including:
  - Numeracy and mathematical equipment, such as calculators, concrete materials, measuring equipment and textbooks
  - A range of literacy resources such as graded readers, books from a range of genres, writing equipment and materials, flashcards, dictionaries and other reference books
  - Educational technology and software, including classroom computers, laptops and tablets (e.g., iPads)

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- Sporting, recreational and outdoor equipment, such as bats, balls, climbing equipment, skipping ropes
- Science equipment
- Art and craft materials, such as natural and recycled materials, painting and drawing tools, modelling clay, a range of paper and card types, scissors and glue
- Text and reference books or software for a range of school subjects, including literacy and numeracy
- Worksheets and/or online activities for a range of school subjects, including literacy and numeracy
- Workplace technology for the purposes of recording observations
- Workplace technology for facilitating live video streaming software feeds with an ACTAC assessor (these are not to be recorded)
- Workplace technology and resources for the purpose of research to support teachers in planning of relevant learning educational experiences
- Access to school-aged students from a range of cultural backgrounds, including Aboriginal and Torres Strait Islander peoples
- Access to school-aged students with a range of additional needs
- Personal protective equipment appropriate to the role and work area, including gloves, and sunscreen
- Access to a qualified teacher at the school to supervise placement