



May 2021

Community Languages VICTORIA Inc.

NEWSLETTER

Community Languages Schools
Where Language and Culture Come Together

WELCOME MESSAGE We are back in the office!

Community Languages Victoria and its members have something to celebrate.

The great news is that we are working together to bring you renewed and updated opportunities to develop your teaching strategies, skills, and resources.

2020 was a difficult year. But we came through and you are heroes. You worked so hard to keep community languages programs on track and not disappoint students, parents, colleagues, and the community.

Our office worked with you and they did a great job. Fahry, Neda, Anila were there to support you.

CLV has signed the 2021 Common Funding Agreement with the Victorian Department of Education and Training. We have received the annual \$390,000 funding support to allow us to provide training, Professional development, CertIV/RTO, support for community language schools and other activities.

In this newsletter we are providing information on a range of issue. We will follow up with information on each of these issues.

- ✓ **Foundations of Language Teaching - a direct pathway into the Certificate IV in Community Languages Teaching Program**
- ✓ **Certificate IV Community Languages Teaching**
- ✓ **National Community Language Schools Day - May 15, 2021**
- ✓ **National Conference -October 3, 2021.**

SO HERE WE GO!

Now it is time to think about you and your growth. We have an exciting FREE program ahead for you with a **new** program called **Foundations of Languages Teaching** starting in June.

We also have a new - **Certificate IV in Community Languages Teaching 22495VIC**
Please read the details in the next page carefully and submit your expression of interest so that you do not miss out.

FOUNDATIONS OF LANGUAGES TEACHING NEW PROGRAM

Successful completion of this program is considered a preparatory program for entry into the *Certificate IV in Community Languages Teaching 22495VIC*.

Length of the program: 30 hours

Mode: Online and face to face 3 x online sessions, 2 x Saturday sessions (26 June and 3 July), 3 x evening sessions (Carlton)

Foundations of Languages Teaching provides participants with an opportunity to develop important skills and knowledge to help them succeed in their teaching. Participants will:

- ✓ Explore principles of good languages teaching
- ✓ Develop interesting, fun and effective language lessons
- ✓ Design resources and activities that stimulate learning and create a positive classroom environment
- ✓ Investigate different approaches to languages teaching in an Australian context
- ✓ Update their knowledge on child safety and teacher's ethical and legal responsibilities
- ✓ Learn about assessment and assessment strategies
- ✓ Become familiar with the language of education
- ✓ Work with the Victorian Curriculum and other documentation to support their teaching development

Foundations of Languages Teaching is for new or practising teachers and community languages leaders, are new to community languages teaching, or wish to undertake a refresher program to help them in their teaching or leadership roles. The course is in English and participants must be able to communicate and read at a strong intermediate level.

Participants are invited to undertake a formal assessment as part of the Foundations of Languages Teaching. Successful completion of this assessment will provide them with direct entry to *Certificate IV in Community Languages Teaching 22495VIC*

Indicative schedule: Online and classroom-based workshops are scheduled on Tuesday evenings - 6.30-9.30pm

Places are limited so please return your expression of interest form by 21 May 2021.

CERTIFICATE IV IN COMMUNITY LANGUAGES TEACHING 22495VIC NEW COURSE

This is an RTO Accredited Course Details

The newly developed *VIC22495 Certificate IV in Community Languages Teaching* course consists of 10 core competency units and 5 electives, of which two need to be chosen. The course constitutes approximately 460 hours in total, which participants spent in workshops, assessments, and teaching placements.

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Core units

- CHCPRP003 - Reflect on and improve own professional practice
- VU22651 - Develop language (macro) skills through language lesson planning
- VU22658 - Plan and deliver community language teaching programs
- VU22652 - Implement an intercultural teaching approach in the community languages classroom
- VU22655 - Promote safety and ethical behaviour in the community languages setting
- VU22657 - Adapt and create resources for community languages teaching
- VU22659 - Design and develop assessment resources for community languages learning and reporting processes
- VU22654 - Develop grammar, vocabulary skills and discourse forms in community languages programs
- VU22656 - Analyse and apply active teaching strategies in the community languages classroom
- VU22661 - Implement and review inclusive education practices for the community languages school

Elective Units (two of which will form part of the course)

- VU22660 Lead teams in a community languages school
- VU22653 Integrate digital and media technologies in community languages teaching
- CHCEDS004 Contribute to organisation and management of classroom or centre
- HLTAID003 Provide first aid
- CHCEDS007 Work effectively with students and colleagues

Mode: Online and evening sessions.

Who can enrol?

Any teaching and leadership staff at your language school can c. However, they must fulfill the following criteria:

- over 18 years of age
- have successfully undertaken at least a 30-hour LOTE Methodology Course **or** the Foundations of Languages Teaching
- have an intermediate level of English (this will be assessed before being accepted in the course)
- can demonstrate current teaching practice at a community language school setting (120 hours of work placement).
- Attends an information session and successfully completes the language, literacy and numeracy test provided by the trainers (we will let you know when the Information Session is scheduled)
- Is able to meet the financial costs
- Is an Australian permanent resident or citizen

Costs

The course is subsidised so costs to the school or participant will be \$800. Due to the current subsidised rate, further concessions are not applicable.

Materials and resources: \$150.00

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Assessment

Assessment of learning will be undertaken through activities such as lesson plans, development of a unit of work, responses to written questions, and presentations. Some of the tasks will require the participant to trial learning and assessment materials in a community languages school setting.

An observation of teaching visit is a key part of the assessment process.

All assessment tasks must be successfully completed to be able to qualify for the *Certificate IV in Community Languages Teaching*.

Is Recognition of Prior Learning (RPL) available?

Course participants may apply for RPL at the application stage. Applications will be assessed to check their eligibility for RPL. There are no additional fees for students applying for RPL.

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How can I find out more information about this important course?

Further information about your teacher's involvement or the course in general, please do not hesitate to email certiv_admin@communitylanguages.org.au or ring 9349 2683.

For further information, please send in your expression of interest form and we will be in touch.

EARLY CHILDHOOD AND PRESCHOOL TRAINING

The State Government has strong commitment to early childhood learning and a special focus on our youngest having an opportunity to start learning another language

Community Languages Victoria is organizing online training activities for preschool / early childhood community languages teachers. The professional learning activities will be delivered by specialized training company "Early Childhood Australia / Learning Hub.

The training is free, but registration is essential. Community Languages Victoria through funding from DET will cover the costs. **ALL YOU HAVE TO DO IS REGISTER**

WHO IS THE TARGET Audience?

Those already running preschool classes. If you plan to do so in the future, this is a great entry point.

It consists of different modules which teachers can choose from:

Module 1: Essential Professional Learning

- Introduction to the National Quality Framework for Early Childhood and Care Services
- An Introduction to the Early Years Learning Framework
- Routines and Transitions: Embracing opportunities for learning
- The value of playing
- Working with the ECA code of ethics

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Module 2: Documenting and assess children's learning professional learning

- Documenting and assessing children's learning: part 1
- Documenting and assessing children's learning: part 2
- Using critical reflection
- Webinar – The planning cycle: rediscovered
- Webinar – Play-based learning: Using the pedagogical play framework

Module 3: Customized Training

- Supporting bilingualism during early childhood
- Acting Ethically: Exploring the ECA code of ethics
- Play-based learning: Using the pedagogical play framework
- Where to start when using Australia Early Development Census data in your setting
- Wellbeing matter's part one
- Wellbeing matter's part two
- Engineering creativity: celebrating loose parts for paly for all children
- Making quality visible
- Doing IT: Practical tech advice for children's learning and development

To register, please email your staff information (participant name, Email, working with children check card details) to info@communitylanguages.org.au

NATIONAL COMMUNITY LANGUAGE SCHOOLS DAY May 15, 2021 and onwards

The third Saturday of May each year is the National Community Language Schools Day.

To assist you we have prepared some background information that you may wish to use to promote the day or consider doing during the year in the lead up to 2022 National Community Languages School Day.

- ✓ Activities (Say Hello in the language, Best Recipe)
- ✓ Parent's involvement
- ✓ Student's involvement

And many others that Anila Hasnain our Communications officer will be in touch shortly.

NATIONAL COMMUNITY LANGUAGE SCHOOLS CONFERENCE

It is planned to hold the National Community Language Schools Conference on Saturday October 3, 2021. RMIT Story Hall
Pencil it in your diary

CHILD SAFETY

CLV wrote to you concerning Child Safety Regulations. Under legislation, all community language schools must comply with the Child Safe Standards.

The purpose of the Child Safe Standards is to prevent abuse of children by making organisations safer for children. So that children at community language schools can feel safe and be safe, responsibility for child safety should be understood and accepted by everyone in the organisation.

Every community language school and campus **must** have:

- strategies to embed an organisational culture of child safety, including through effective leadership arrangements
- a child safe policy or statement of commitment to child safety
- a code of conduct that establishes clear expectations for appropriate behaviour with children
- screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel
- processes for responding to and reporting suspected child abuse
- strategies to identify and reduce or remove risks of child abuse
- strategies to promote the participation and empowerment of children.

All staff, volunteers and committee members must undertake three hours of compulsory Child Safety training. In addition, all staff, volunteers and committee members must sign a Code of Conduct annually to ensure they have read and understood its contents.

The attached self-audit tool is designed to help organisations assess their progress in meeting the Child Safe Standards and becoming a child safe organisation. Please complete and email the self-audit and WWCC/VIT registry form to our Compliance Officer, Ms. Neda Erjaei, at erjaei.neda@communitylanguages.org.au **by May 10th, 2021.**

LANGUAGE AND MULTICULTURAL EDUCATIONAL RESOURCE CENTRE



LMERC is a DET specialist resource centre for educators across all sectors. The LMERC collection contains more than 30,000 items including both digital and physical resources.

- Languages
- English as an Additional Language (EAL)
- Cross-curriculum priorities
- Intercultural Capability

Location: Co As IT, Level 2, 189 Faraday St, Carlton, 3053

Telephone: (03) 93491418,

Email: lmerc.library@edumail.vic.gov.au

Catalogue: lmerc.softlinkhosting.com.au, Pinterest: www.pinterest.com/lmerc2

Web: <https://www.education.vic.gov.au/school/teachers/teachingresources/multicultural/Pages/lmerc.aspx?Redirect=1>

Opening hours: weekdays 9.00am to 5.00pm, including school holidays

VCAA - AUTHORISATION

We emailed all VCE Single Language Providers (SSLP) to complete the 2021 SSLP Registration Form. CLV on behalf of VCAA and VRQA collects SSLP information regarding VCE classes and enrolment. Please ensure you return the form by no later than Friday May 14th.

• Important Dates:

Dates	Items	Details
By Monday 3 May	Last day for Unit ¾ Enrolment	<ul style="list-style-type: none"> Check that all your students studying VCE Units 3 and 4 are on your VASS database After this date, VASS will not allow schools to enrol or withdraw enrolments for VCE Units 3 and 4 sequences Enter partnership details for schools with 5 or less student enrolments in unit 3 and 4 Partnerships must be entered on VASS for VCE Unit 3 and VCE Units 3/4 coursework using
Monday 19 July	Last day for Unit 4 Withdrawals	<ul style="list-style-type: none"> Check that all your VCE unit 1, 2, 3 and 4 are on your VASS database Inform Home Schools of any students who are not continuing with Unit 4 studies so that they can withdraw the student. After this date, VASS will not allow schools to withdraw student enrolments from VCE Unit 4. Recommend that schools enter Unit results (S, N or J) for VCE Unit 1 and Unit 3 studies using Results Admin > VCE Results Entry > Modify Unit Results
Monday 2 August		Release of Languages Oral Examination and Oral
Monday 13 August	Last day for unit 4 partnership details	Partnership details must be entered on VASS for VCE Unit 4 Coursework entered using School Programs > VCE > Partnerships
Monday 6 September	Last day for Unit 3 SAC results entry	<ul style="list-style-type: none"> SAC Scores for VCE Unit 3 School-based assessment entry on VASS using Results Admin > VCE Results Entry > Modify School Scores and select 'Cycle 1' After this date, VASS will not allow schools to enter VCE unit 3 SAC results
Week beginning Monday 6		Written examination centres available through VASS and may be produced using Student Programs >VCE Reports >Student Assessment Timetable (Include non-home school students YES)
Monday 4 October to Sunday 31 October		Language examinations: Oral component.
Friday 15 October		Final day to lodge applications for all 2021 enrolments for Second Languages with VCAA

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Monday 18 October	Last Day for Indicative Grades	<ul style="list-style-type: none">• Scores for VCE Unit 4 School-assessed Coursework required in VASS using Results Admin > VCE Results Entry > Modify School Scores and select 'Cycle 2'.• After this date, VASS will not allow schools to enter unit 4 SAC results.
By Monday 8 November	Last day to finalise all Unit 1, 2, 3/4 enrolments/withdrawal Last day for all Unit results	<ul style="list-style-type: none">• Check that all VCE Unit 1 and 2 enrolments for the current year are entered in VASS. After this date VASS will not allow schools to enroll or withdraw students in VCE Units 1 and 2 (Unit 3/4 cut-off date was in April)• Final unit results (S, N or J) due at the VCAA. After this date VASS will not allow schools to enter VCE Unit results for all units.
Friday 12 November	Last day to update all students details and consents	<ul style="list-style-type: none">• Final date to manually amend student addresses and consents.• After this date no changes to addresses or other student personal details for 2021 can be accepted.
Monday 13 December		Final Results available to schools and students.

PUBLIC LIABILITY INSURANCE POLICY



Reference No: **11030873**

Insurer Policy No: 03.300.0572814

Period of Insurance: **01/04/2021 – 01/04/2022**

A Certificate of Currency of the 2021 public liability insurance policy is now available, please contact our office 03-9349-2863 to obtain a copy.

For insurance claims please contact our Broker Mr. James Machray

- Phone: 03 9412 1363 or
- Email: james.machray@ajg.com.au | www.ajg.com.au

2021 ESAV MEMBERSHIP RENEWAL

All member schools are requested to complete and return the 2021 membership renewal form and to make sure that they are financial members (\$30) *Your contribution is important*

Payment can be made by:

- ✓ Cheque payable to CLV membership (Level 2, 189 Faraday St, Carlton, 3059)
- ✓ EFT: Community Languages Victoria: BSB number 063 114- Account number 10587500