



THE RTO TRAINING AND DELIVERY POLICY

1 PURPOSE AND SCOPE

- 1.1 The purpose of this Policy is to ensure all training and assessment delivered by The College RTO will be compliant and meet the requirements of The Standards for RTOs (2015)
- 1.2 The RTO Training Delivery Policy applies to all qualification s and units of competency delivered by the Western Sydney University College, Registered Training Organisation (The College RTO).
- 1.3 This Policy applies to all trainer/assessors, students and clients participating in a Government Funded Training Contract or a Fee for Service arrangement.

2 DEFINITIONS

- 2.1 For the purposes of this Policy and associated Procedures the following definitions apply:
 - 2.1.1 AQF - the Australian Qualifications Framework .
 - 2.1.2 ASQA- Australian Skills Quality Authority, the national VET regulator for RTOs .
 - 2.1.3 Qualification - accredited certification recognising the successful completion of an AQF qualification that has prepared a person for employment and/or further education and training .
 - 2.1.4 RTO - Registered Training Organisation.
 - 2.1.5 Services- training, assessment, related educational and support services.





5 ROLES AND RESPONSIBILITIES

- 5.1 The RTO Committee is responsible for approving all proposals relating to training delivery.
- 5.2 The College RTO Director is responsible for the application of this Policy and may delegate all or part of their powers to a staff member of The College RTO.
- 5.3 The College RTO Director, or delegate, is responsible for:
 - 5.3.1 Ensuring that the outcome of each decision to determine training delivery is recorded in a systematic manner.
 - 5.3.2 Maintaining a record of precedents to facilitate the formulation of the above rules.
- 5.4 The Lead Trainer is responsible for developing proposals for training delivery in line with this Policy.

