

				GENERAL COMMENTS (if applicable)
PHYSICAL RESOURCES	Business facilities and resources (at the school)		Access to customers within the school community (students, staff, parents/citizens).	
			Access to office equipment and resources.	
			Personal computers with basic software and internet connection.	
			Computer software suitable for the development of documents.	
			Key health and safety equipment and/or aids.	

				GENERAL COMMENTS (if applicable)
HUMAN RESOURCES	Business trained Teacher timetabled to Subject		Primary deliverer is Business trained.	
			Primary deliverer is timetabled to the class every lesson.	
	Training and Assessment Competencies		<i>ALL Teacher Co-providers must hold (please select the relevant check box):</i>	
		<input type="radio"/>	TAE40110 Certificate IV in Training and Assessment; <u>OR</u>	
		<input type="radio"/>	Be enrolled in (or set to enrol in) the TAE40110 Certificate IV in Training and Assessment qualification in the same calendar year that they commence as a Binnacle program deliverer.	
	Vocational Competencies		<i>ALL Teacher Co-providers must hold (please select the relevant check box):</i>	
		<input type="radio"/>	Certificate III in Business (current training package); <u>OR</u>	
		<input type="radio"/>	Set to enrol in Binnacle's Certificate III in Business (Teacher-Accelerated) Program	
Industry Experience <i>The Teacher has experience...</i>		Using creative thinking in the workplace.		
		Promoting innovation in a team environment.		
		Leading work teams.		
		Organising priorities and developing personal skill sets.		

			GENERAL COMMENTS (if applicable)	
HUMAN RESOURCES Continued.	Industry Experience <i>The Teacher has experience...</i> Continued.		Complying with health and safety standards and conducting risk assessments.	
			Providing advice within an organisation about its products and services.	
			Identifying customer needs and monitoring service provided to customers.	
			Undertaking learning using electronic and communication technologies.	
			Developing a micro business proposal.	
			Designing and producing various business documents.	

			GENERAL COMMENTS (if applicable)	
BUSINESS PROJECTS / SERVICES	Within the school community		A minimum of 2 x 10 week business projects offered throughout the program e.g. fundraising projects, community events.	
			Access to a range of customers within the school community to deliver projects and services to (e.g. students, staff, parents and citizens).	
			All 'Business in Schools' students participate in these business projects.	
			Program Deliverer(s) to coordinate and oversee these projects/services.	

I agree:

- That the information provided above is accurate; and
- I support the implementation of this program at my school.

Name of School:		Principal Name:	
Principal Email Address:		Date:	



BUSINESS IN SCHOOLS (CERTIFICATE III IN BUSINESS)

Appendix 5: Resource Checklist

BINNACLE USE ONLY	Have sufficient requirements been met?		
	Summary of recommendations/requirements (if applicable)		
	(If applicable), has the school been advised of requirements needed prior to the partnership being formalised?		
	Is a visit required?		
	Binnacle staff member to make contact:		