

FINAL 2010 NEWSLETTER

Well it has been another busy year and the school year is already finished. We wish all the current year 12 students all the best with their results and the choices they will now make for future study and careers.

Students can still enrol in Semester 1, 2011 courses ...

VET Course vacancies

- ▶ Architectural Drafting
- ▶ Business
- ▶ Children's Services
- ▶ Electronics
- ▶ Fibre Fashion
- ▶ Interior Decorating
- ▶ Hospitality (Kitchen & Front of House)
- ▶ Massage
- ▶ Music (Cert I, II and III courses)
- ▶ Photography
- ▶ Tourism
- ▶ Automotive
- ▶ Construction
- ▶ Driver Education
- ▶ Event Management (Functions)
- ▶ Graphic Design
- ▶ Hairdressing
- ▶ Makeup Services
- ▶ Retail
- ▶ Nursing Introduction
- ▶ Plumbing

Please contact Rachel Rowett via email - rachel@inap.org.au to enrol and receive the confirmation letter

NEW 2011 information

Berlinda Teigesser our accounts and website guru will be working 4 days a week from February 2011 and her new role will ensure she works closely with our VET Coordinators and Trainers. We wish Berlinda all the best of luck in her new role.

We welcome a new staff member to the INAP team next year to assist with the administration 2 days a week. Jessica Lanthois will start at INAP in February 2011 and we welcome her to the INAP team.

There are many exciting challenges that await us next year and we are looking forward to what this New Year will bring.

NURSING

Nursing is an exciting and innovative area of health care providing holistic nursing care to a variety of patients/clients in a diverse range of health care settings

The INAP course covers the following Cert III Aged Care units:

- Work effectively with culturally diverse clients and co-workers - 20 hours
- Participate effectively in the work environment - 20 hours
- Follow safety procedures for direct care work - 30 hours

A variety of non-accredited nursing skills are also included in the introductory course.



STAFF PROFILE – Rachel Rowett

Rachel's role at INAP is as Manager. Rachel is also a member of the INAP Management Committee and has been with INAP for just over 5 years.

Rachel has previously worked as Business Development Manager of a 5 star hotel as well as with Qantas Airways, as a Receptionist of a School and Manager of two Travel Agencies.

With a variety of marketing and promotional roles Rachel has thoroughly enjoyed the new experience of working with students and schools in the education sector.

Rachel has two beautiful children (11 and 10), loves animals (she has 2 dogs, cat, rabbit & fish!!) and enjoys trips away, spending time with her family and walking with her dogs Zoe and Charlie.

INAP Member Schools

Adelaide High School, Annesley College, Blackfriars Priory School, Our Lady of The Sacred Heart College, St Aloysius College, St Dominic's Priory College, Trinity College Senior and Wilderness School

COMMUNITY PHARMACY (Semester 2, 2011)

The Community Pharmacy course is a realistic look at the everyday operations of a community pharmacy. The topics covered will be transferable to various industries, but will be flavoured with product knowledge and experience from the industry of retail community pharmacy.

The INAP course covers the following Cert II in Community Pharmacy units:

- Organise and maintain work areas - 20 hours
- Communicate in the workplace - 45 hours
- Work effectively in a retail environment - 45 hours
- Skin and fungal
- Personal Grooming
- Gastro-intestinal
- Pharmacy and Pharmacist only medicines
- Medication ingredients and accepting prescriptions

Structured work place learning is a requirement of this course.

In the Community Pharmacy work environment the pharmacy staff member is required to provide non-therapeutic advice and provide a recommendation to patients/customers on medicines and medicinal products in the 'pharmacy' and 'over the counter' categories.



Welcome to our New Trainers

Angie Frazer – Fitness Pathway at St Dominic's Priory College. Having worked with Angie previously in her role with the AIF we look forward to working with her again in 2011.

Tristan Staite – Hospitality and Event Management Trainer for TIME.

Construction – ATEC will be our new Construction RTO for 2011. We welcome Paul Brock and his team.

Nursing – SMP Training Centre will be our new Nursing provider for 2011. We welcome Sue Nolan and her team.

Comments from the Manager:

Well another school year has passed us by so very quickly and our preparations for 2011 have gone smoothly. We have a very exciting year ahead with changes to the SACE and the positive contribution in which VET can assist students with both their SACE and towards their ATAR.

I would like to personally thank Christine for her contribution to INAP throughout her time with us. Christine's strong work ethic, attention to detail, and persistence will be sorely missed. We wish her the best of luck in her future endeavours.

I would like to take this opportunity to thank you all for your support and patronage in 2010 and I look forward to working with you in another successful year in 2011. I wish you and your families a very Merry Christmas and a Safe and enjoyable New Year.

Rachel Rowett

RETAIL

More Australians work in retail than in any other industry. The retail environment is dynamic and constantly evolving with consumer spending reaching historical highs, the retail sector is rich in exciting opportunities.

Students will complete the Certificate I in Retail Operations course with many pathway options. The INAP course covers the following units:



- Communicate in the workplace - 40 hours
- Operate retail technology - 20 hours
- Organise and maintain work areas - 20 hours
- Work effectively in a retail environment - 45 hours
- Apply safe working practices - 20 hours

Sadly we farewell **Christine King** who has been with INAP as Personal Assistant for nearly 4 years.

We wish Christine all the very best in her newest Adventures and endeavours.



All course information is available on our website www.inap.org.au