

Internal educational support

- Study support
- Learning materials in an alternative format, for example, in large print
- Additional one on one support with the trainer/assessor (subject to additional charge)
- Applying reasonable adjustment to training and assessment practices
- Flexible scheduling for assessment
- Information and communications technology (ICT) support for Field's online delivery
- Telephone and email support for students engaged in flexible delivery programs
- Where accessible, equipment, resources and/or programs to increase access for learners with disabilities and other learners in accordance with access and equity
- Any other services that Field considers necessary to support learners to achieve competency that is within Field's capability to provide

External support services

In the instance that Field does not have the capacity to provide the necessary support, external services will be sourced which include, but are not limited to:

- Referral to external language, literacy and numeracy programs and other training programs e.g. Adult Migrant English Program or local Living and Learning Centres (additional cost may apply)

Referral to offsite counselling services including but not limited to:

- Relationships Australia (Family and relationship counselling): 1300 364 277
- Lifeline: 13 11 14
- Beyond Blue: 1300 224 636
- Mediation services or referrals to these services (additional cost may apply)
- Counselling services or referrals to these services (additional cost may apply)

Training delivery and assessment

Field ensures that the training delivery and assessment process occurs in accordance with the requirements of the course and State and Federal training guidelines.

Training will be primarily delivered via Trainer/Assessor-led classroom (face 2 face) delivery (on Field's campus, rented facilities or Employer's location). All training is provided in a fully equipped training room.

Delivery methods and activities may include:

- Individual or group practical activities
- Multimedia presentations
- Additional assessment tasks outside of instruction time can be conducted on a self-paced basis
- Research and projects.

In addition to this, students are required to apply practical skills and knowledge in a real life workplace. Field will assist in securing practical placement for its students, and students are explained this during the information session they attend prior to committing to enrolment in their chosen qualification overleaf. Delivery methods are integrated to enhance learning in order to achieve the best possible outcome for students. For any further information on courses, please refer to www.field.org.au website or individual course flyers.