

SEMESTER 1 2026 COURSE GUIDE

Term 2: 20 Apr – 26 Jun



**Bass Coast
Adult Learning**

5672 3115
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239 White Road Wonthaggi
RTO ID: 3720

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Front cover image courtesy of NDIS Capacity Building Art Participants



STUDY SUPPORT GROUP

Bring your books, questions — or just yourself. Whether you're studying, training, or doing homework.

- Get help with whatever you're learning
- Use a dedicated space to study
- Ask questions from friendly staff
- Stay motivated and on track

Every Fri | 10am – 3pm | Call to discuss cost

How to enrol

Fee concession and payment plans are available on most courses. For enrolment queries call 5672 3115 or email info@bcal.vic.edu.au

Capacity Building sessions are invoiced monthly to the participants nominated email address, and will be payable within 7 days. We are unable to accept participants with solely NDIA managed NDIS plans.

Group bookings

Onsite group training is available. Call 5672 3115 or email info@bcal.vic.edu.au for more information and to discuss your options and payment plans.

Become a member

BCAL members enjoy special rates on courses and regular newsletters announcing events and new courses. Introductory rate \$5.

CARE & SUPPORT PATHWAY COURSES



Prepare for a high-demand industry while building your language, literacy, numeracy and computer skills for work. Connect with guest speakers, explore job opportunities (no qualifications needed), traineeships, and career pathways — and boost your confidence for interviews along the way.



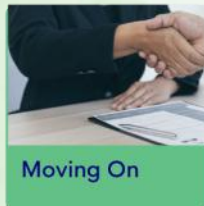
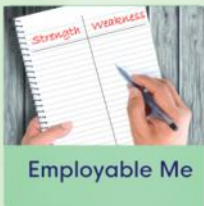
Fridays | 10am – 3.30pm | \$50 (\$35 conc) | Call to discuss cost

JOB READINESS COURSES



These courses are designed to equip you with the skills in any industry and confidence you need to succeed in today's job market. Learn about:

- Workplace skills
- Improve your resume
- How to succeed in interviews
- Build your professional network.



Fridays | 10am – 3.30pm | \$50 (\$35 conc) | Call to discuss cost

CERTIFICATE II IN SALON ASSISTANT (HAIR)

SHB20216



Get ahead in the Hair & Beauty industry and complete a qualification to take with you. This course is a Pre-requisite for Cert III in Hairdressing.

Units include:

- Professional shampoo, basin and blow wave techniques
- Application and removal of colour
- Customer service skills
- Conducting salon transactions
- Using industry designed software
- Work placement to extend classroom knowledge

Every Wednesday, 6.5 hours per session and 3.5 hours per week of independent learning.

Practical Assessment skills to be completed in the classroom and via Client Services (BCAL Hair Salon simulated placement)

July intake

9.15am – 3.15pm

\$564 (\$300 conc)

Student profile: Chloe Cook



Chloe enrolled in this course to explore her interest in hair, encouraged by friends who enjoyed the course. She's loved the supportive, fun environment and the new skills she's gained along the way. Next year, she hopes to join the Skills for Education and Employment Program and continue into Certificate III in Hairdressing to build her cutting skills.



CERTIFICATE III IN HORTICULTURE AHC30722

Whether you want to maintain beautiful gardens, work outdoors or in a nursery helping customers choose plants, this course is for you. Receive hands-on training in the BCAL training garden as well as industry work experience.

Units include:

- Controlling plant pests, diseases and disorders
- Implement a plant establishment program
- Applying environmentally sustainable work practices
- Performing specialist amenity pruning
- Excursions

3 days a week - with 2 days (6.5 hours per day) of face-to-face learning and 1 day independent learning.

Work placement – 120 hours. As part of this, students are encouraged to actively find a suitable workplace for their placement, with guidance and support from the trainer throughout the process.

July intake

9.30am - 3pm

\$800 (\$320 conc)

Student profile: Kristy Armstrong



Kristy joined this course after encouragement from her JobFind mentor and was glad to find the course close to home. She's enjoyed gaining skills she never expected and completing a practical placement with a local landscaper. She hopes to work as a Landscape Gardener.



Living Lightly Bass Coast

February-November 2026

Free Workshops Across Bass Coast

The 2026 Living Lightly workshops span themes of energy, food, gardening and circularity and will provide practical tips for growing your own food, making homes more comfortable to live in and cost less to run.

With workshops at various locations across Bass Coast, you'll be sure to find some near you. All workshops are free to attend but registrations are essential to secure your spot.

Come along to connect with others while learning to make a positive impact.

☎ 1300 BCOAST (226 278) or (03) 5671 2211 National Relay Service 13 36 77
(for people with speech or hearing difficulties)

✉ sustainability@basscoast.vic.gov.au

🌐 thecap.com.au





MIGRANT ENGLISH



Small friendly classes in a relaxed and focused learning environment. This program is designed for people from a migrant background who are interested in improving their English language skills.

Enrol at any time.

You may be eligible for free tuition even if you were not eligible before.

Certificates delivered
22636VIC, 22637VIC, 22633VIC,
22639VIC, 22640VIC

Certificate in English as an Additional Language

Weekly, Mondays and Tuesdays
10am – 3pm | Free



The Adult Migrant English Program is funded by the Australian Government Department of Home Affairs

READING, WRITING AND MATHS FOR LIFE



Do you, or someone you know, need tips on reading, spelling, writing or maths skills?

There are excursions, interactive games and lots of fun.

- feel more confident with paperwork
- fill in forms
- understand household bills
- help children with homework
- write creative stories
- understand theory for a driver's license
- update your résumé to find a job

Small classes are held in a relaxed and friendly environment. Come and talk to us about what you need. Enrol at any time!

Weekly, each Thursday
9.30am – 2.30pm
\$40

Term 2: 20 Apr – 26 Jun

COURSE	DAY	START	TIME	COST	PAGE
Computers					
Basics & Beyond	Mon	27 Apr	1pm – 4pm	\$120 (\$100 conc)	10
Office Skills	Wed	6 May	1pm – 4pm	\$120 (\$100 conc)	10
Tech Club	Fri	Enrol any time	2.15pm – 4pm	Free	10
English & Maths					
Reading, Writing & Maths	Thu	Enrol any	9.30am – 2.30pm	Call us	5
Migrant English	Mon & Tue	Enrol any time	10am – 3pm	Free	5
First Aid					
CPR Update	Fri	8 May	9am – 12pm	\$70 (\$60 conc)	10
	Fri	19 Jun	9am – 12pm	\$70 (\$60 conc)	10
Level 2 Update	Fri	8 May	9am – 4pm	\$130 (\$120 conc)	10
	Fri	19 Jun	9am – 4pm	\$130 (\$120 conc)	10
Work Safety					
White Card	Fri	12 Jun	9 – 4pm	\$250 (\$240 conc)	13
Care and Support 2026					
Childcare, Aged Care, Disability Support, Health Services	Fri	Enrol any time	10am – 3.30pm	\$50 (\$35 conc)	5 & 6
Hospitality					
RSA	Mon	4 May	10am – 4pm	\$95 (\$85 conc)	13
	Mon	15 Jun	10am – 4pm	\$95 (\$85 conc)	13
Barista Basics	Wed	6 May or 17	9.30am – 2pm	\$80	13
Lifestyle					
Practical Music	Thurs	Enrol any	10am – 3pm	\$90 (\$70 conc)	11
NDIS					
Capacity Building	Various	Enrol any	Various	Call us	11



FIRST AID

All First Aid courses include CPR.

CPR Update

Accredited Unit. HLTAID009
Provide Cardiopulmonary Resuscitation.

Fri 8 May | 9.00am – 12.00pm or

Fri 19 June | 9.00am – 12.00pm

\$70 (\$60 concession)



First Aid for Teachers & Carers

Accredited Unit. HLTAID012
Provide first aid in an education and care setting.

Coming soon

5 evenings, Tue & Thu,

6.30pm – 9.30pm

\$220 (\$200 concession)



First Aid Level 1

Accredited Unit. HLTAID010
Provide Basic Emergency Life Support (incorporates CPR)

Accredited Unit. HLTAID010
Provide Basic Emergency Life Support.
Includes CPR.

Coming soon

2 evenings, Tue & Thu,

\$100 (\$90 concession)



First Aid Level 2 update

Accredited Unit. HLTAID011
Provide First Aid. Includes CPR.

Fri 8 May | 9.00am – 4.00pm or

Fri 19 June | 9.00am – 4.00pm

\$130 (\$120 concession)



First Aid Level 2

Accredited Unit. HLTAID011
Provide First Aid. Includes CPR
and Level 1.

Coming soon

4 evenings, Tue & Thu,

\$180 (\$170 concession)





Computers for Office Skills



Intermediate course giving a comprehensive overview of:

- Word processing
- Internet and email, including video conferencing
- Spreadsheets
- PowerPoint presentations

8 weeks, starting Wed 6 May

1pm – 4pm | \$120 (\$100 concession)

COMPUTING



Computers, Basics and Beyond

Whether you're a beginner or looking to enhance your skills, this course is for you! You'll learn:

- Fundamentals of Windows
- File management
- Creating documents with Word
- Internet basics
- Using email
- Making spreadsheets with Excel

8 weeks, starting Mon 27 Apr

1pm – 4pm

\$120 (\$100 concession)



MUSIC



Designed for anyone interested in music—no experience needed.

This course covers:

- Industry roles (performer, production, manager, roadie)
- Song writing & performing
- Legal considerations
- Promotion & selling recordings online
- Micro business skills (networking, negotiation, marketing)
- Community radio & performance opportunities

Weekly, each Thursday

10am – 3pm

\$90 (\$70 concession) | Enrol any time

Tech Club



Need help with your phone, tablet/iPad, or computer? Join our free workshops to learn how it all works! Bring your own device or use one of ours. Start anytime!

Every Fri

2.15pm – 4pm | Free

NDIS CAPACITY BUILDING



BCAL's Capacity Building Program aims to improve the lives of participants through building practical and personal skills. New participants are encouraged to come and take a tour of our facilities and sample a session.



Digital Discovery

Tuesdays 9.30am – 12pm

Exploring Art

Wednesdays 9.30am – 12.00pm
or 12.30pm – 3.00pm

From the Pantry

Thursdays 9.30am – 12.00pm

Games

Wednesdays 9.30am – 12.00pm

Group Fitness

Mondays and Wednesdays
1pm – 1.45pm

Photography and Friendship

Tuesdays 9.30am – 12pm

School Lunches

Tuesdays 9.00am – 12.30pm

The Good Bowl

Mondays 9.30am – 12pm

Cooking with Kylie

Fridays 9.30am - 12.00pm

Job Skills

Tuesdays 1pm - 3.30pm

HOSPITALITY

Food Safety Level 1



Accredited unit for everyone handling food for public consumption – cafés, clubs, school canteens, milk bars. Includes practical exercises. Lunch is included.

Accredited unit. SITXFSA005
Use hygienic practices for food safety.

Wed 18 Mar | 10.30am – 4.00pm

\$120 (\$110 conc.)



Barista Basics



An excellent starting point for the budding barista. Using a full size commercial machine, you will learn how to:

- Consistently extract a great espresso
- Correctly adjust coffee grinders
- Steam milk to perfection
- Correct cleaning and maintenance of the machine

Wed 6 May | 9.30am – 2pm or

Wed 17 June | 9.30am – 2pm

\$80

Responsible Service of Alcohol



Accredited unit complies with government regulations for all persons serving alcohol, including those wanting to work in cafés, clubs, bars, restaurants and special events.

Accredited unit: SITHFAB021
Provide responsible service of alcohol.

Thu 26 Mar | 10.00am – 4.00pm or

Mon 4 May | 10.00am – 4.00pm or

Mon 15 June | 10.00am – 4.00pm

LIQUOR CONTROL \$95 (\$85 conc.)
VICTORIA Approved RSA Provider



WORK SAFETY

Construction Induction (White Card)



This is the nationally recognised OH&S induction course for anybody wishing to set foot on any building site.

Accredited unit. CPCWHS1001 Prepare to work safely in the construction industry. This course is delivered by Australian Safe T Training (RTO 21852).

Fri 1 May | 9am – 4pm

Fri 12 June | 9am – 4pm

\$250 (\$240 concession)

COMMUNITY GROUPS AT BCAL



Wonthaggi Woodcrafters

The Wonthaggi Woodcrafters have a well equipped workshop and club rooms. Always looking for new members to join this exciting group.



5672 3229 or woodiessec@gmail.com

Community Garden

Wonthaggi Community Garden is an open space where members of the community, either individuals or groups, come together to grow organic, healthy produce, share skills and techniques.

U3A Wonthaggi

University of the Third Age is a wholly voluntary organisation providing low cost learning to people over 50. Classes include. art, writing, history, languages, and much more.

0411 263 060 or
secretary@u3awonthaggi.org.au

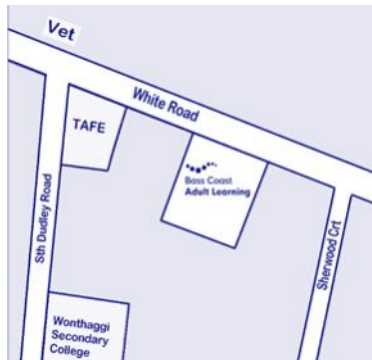


ABOUT US

Bass Coast Adult Learning (BCAL) is a local, friendly and professional training centre. Expert staff will help you achieve your study, work and life goals. BCAL can provide:

- Accredited courses that are recognised throughout Australia.
- Life skills training tailored to suit your needs.
- Collaboration with local employers to train staff.





Bass Coast Adult Learning

Learn More.

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