CLEVE CERTIFICATE IN AG STUDENT HANDBOOK 2019





Cleve Area School Certificate in Agriculture staff welcomes inquiries in relation to our new curriculum.

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Cleve Area School History

Cleve Area School is situated on the Birdseye Highway midway between Whyalla and Port Lincoln and a half hour drive west of Cowell. The town functions as a major service centre for Eastern Eyre Peninsula, and is approximately 550 kilometres from Adelaide. Cleve is serviced by a daily coach service to both Port Lincoln and Adelaide, and a ferry service operates daily between Lucky Bay and Wallaroo.

The school at its current site was first opened in 1912; in 1949, 13 smaller schools were amalgamated as Cleve Area School.

The school is highly regarded for its Agriculture Course and the outstanding results of its senior students in entering the agriculture industry at all levels.

Cleve Area School introduced a Certificate in Agriculture course in 1975, and in 1991 integrated with the South Australian Certificate in Education (SACE).

The course had undergone constant development to maintain its focus as a specialist educator in dryland farming education, and enforcing minimum tillage sustainable agriculture principles and practices.

Agriculture students undertake a Certificate II in Agriculture which is nationally accredited under the Australian Qualifications Framework and the Australian National Training Authority.

Senior students have access to Certificate III in Agriculture in addition to SACE Agriculture and Horticulture subjects, and on job training via the schools comprehensive Australian School Based Apprenticeship scheme, and Vocational Education and Training Program.

Cleve is a Centre of Excellence in Agriculture Education. The school has an ethos of Care, Respect, Enthusiasm for learning and Working together (C.R.E.W.). Cleve Area School's agriculture course is integral to the school's focus of "going from good to great".

"Sims Farm" is operated by the school. A 400 hectare property situated 5 kilometres east of Cleve. Sims Farm was bequeathed to the people of South Australia, and is run as a commercial enterprise. Central to its operation is the "Terry Hampel" Agriculture Skills and Trade Training Centre, and the "Dingle Dell" Homestead.

Under the SA Rural Student Accommodation Program (SARSAP), the school operates a boarding house for prospective students. Board is fully supervised by a house parent on a 5 or 7 day basis.



The Cleve Area School Certificate in Agriculture Course

The course is offered in either of two streams, or as a combination of both. The course is offered in years 10, 11 & 12. (Agriculture is offered at Years 8 – 12) **Stream 1: An academic program designed as a pre-requisite program for tertiary entrance**

The first stream is intended to lead to tertiary study (eg. University of Adelaide, Roseworthy or Waite) in the field of Agriculture. This involves formal studies in a range of subjects especially the sciences (Biology and Chemistry), with subject combinations at Year 12 level to ensure that students are eligible for entry into the tertiary course of their choice. This pathway provides for SACE completion and the calculation of a Tertiary Entrance Rank, (both of which are pre-requisite to tertiary entrance). Time constraints and the need to prepare for study in year 12 will make it difficult for students to fulfill all the competency requirements for a Certificate III in Agriculture. However, students can gain elements of competency by recording work place holidays activities. Please talk to us about structuring a "hybrid" course to meet your requirements as this must be treated on an individual basis and has been a popular choice for many students in the past.

For further information about this program please contact the Agriculture Co-ordinator, Cleve Area School.

Stream 2: A vocational program preparing students for direct entry into the workforce:

The second stream, the Certificate in Agriculture III course is a two year course undertaken by students studying in Yrs 10 and 11 or Yrs 10, 11 and 12. On satisfactory completion of the course, students receive a Certificate III in Agriculture from the Australian National Training Authority, auspiced by Regional Skills Training and the South Australian Certificate of Education from the Senior Secondary Assessment Board of South Australia (SSABSA), again depending on the subject choices made. This program is an excellent pathway for students to complete both their SACE and gain a qualification in Agriculture that links directly with the A.S.B.A. scheme (Australian School Based Apprenticeship Scheme), which operates at Certificate III and IV level and is conducted at school and when employed within the farming sector. Students are actively encouraged to pursue this course in future years.

The Certificate in Agriculture Course has 5 Components:

- 1. Certificate III in Agriculture complete during Years 11 and 12
- 2. Structured Workplace Learning
- 3. Essential Knowledge
- 4. Short courses/workshops farm visits and block releases
- 5. Australian School Based Apprenticeships.

<u>Certificate III in Agriculture</u>: This is a nationally accredited certificate under the Australian Qualifications Framework. The Flexible Learning Framework may include but is not limited to the following areas:

- Rural Production
- Grain Production
- Sheep/Wool
- Wool Harvesting
- Practical competencies and accreditation such as chainsaw use and operation
- Machinery and Vehicle Operation

The course is taught primarily at Sims Farm. Sims Farm is operated by the school under a bequest from the late Gordon Sims (please see historical information later in this handbook). Students work with the farm technician, Mr Rodger Story, as well as other local farms and businesses to gain competency in units drawn from the industry sectors listed above. *Please note that **competency** is defined by <u>industry</u> standards and, as such, students will need to be prepared to work consistently to reach these levels. For a student to be declared competent, they are required to demonstrate knowledge and skills in an industry setting (in this case most often in a farm setting) at the level of working with minimal supervision.

Structured Workplace Learning (SWL):

Structured Workplace Learning is a compulsory part of the Certificate in Agriculture. It is a program in which students work with experienced farmers, to gain new skills and knowledge. Students and farmers find this both valuable and a rewarding interchange. The skills and knowledge are specifically targeted to the units being covered under the Certificate program.

Students will be required to participate in SWL on Sims Farm and on private farms by arrangement. Students may also undertake SWL on a family farm (if available) but this is NOT a pre-requisite to the course. Achievement of competence and the hours involved in the SWL subjects count towards the Certificate in Agriculture.

Essential Knowledge (to be gained throughout the course)

This is a unique feature of the Cleve Area School Program. This is essential Knowledge that is required by a person with the intention of a long term career in Agriculture. This essential knowledge is reviewed on a regular basis in consultation with a reference group of experienced, successful farmers and agribusiness professionals and is, in fact, presented by many of these professionals. It covers new and emerging topics including, GST and the taxation system, GPS, yield mapping, EMS (Environmental Management Systems), NOTILL, controlled traffic, QA, Farm Computing, accounting & financial farm management systems.

We believe that this component caters to the most up to date developments in the field of Agriculture. These components whilst considered essential, may not be part of the Certificate II program.

Short Courses/Workshops and visits:

As part of the course students are required to participate in a number of short courses that may include:

- Occupational, Health Safety and Welfare
 - First Aid
- Front end loader
- Shearing
- Wool Classing
- Crutching
- Chainsaw use
- Fencing

These short courses are integrated with and count towards the Certificate II in Agriculture.

Workshops, guest speakers and visits, are accessed as "opportunities" arise. These events are associated with farming groups and organizations (Minnipa Ag Centre, Ag Bureau Group, Rural Solutions SA, Agribusinesses etc) outside of the school. They provide an excellent avenue to the knowledge being presented to the farming community and are an important way for students to build personal links with the broader farming community.

Excursions and an annual camp are conducted within South Australia to expose students to a broader range of agricultural environments and enterprises than those considered directly in the course, these include horticulture, viticulture and aquaculture.

Attendance at these events is a required part of the program and because students will often be invited guests of the organising group it is expected that students will conduct themselves in a mature, polite and respectful manner at all times.

The Cleve Certificate in Agriculture and the South Australian Certificate of Agriculture (SACE). How do they fit together?

Students undertaking the Certificate in Agriculture receive cross accreditation into SACE. This is significant because students get accreditation for work done in both Certificates.

For every 50 hours of learning in the Certificate in Agriculture students receive accreditation for one unit in the South Australian Certificate in Education (SACE).



Yr 10 AGRICULTURE 2016

Induction to Ag Course

Expectations of students Keeping deadlines Record keeping (especially competencies)

Courtesy, respect, trust (confidentiality) Uniform & dress code – Overalls & work boots

Occupational Health & Safety

Follow OHS&W, Observe safe work practices, Work effectively in the industry, Communicate effectively.

Animal Breeding & Husbandry

Behaviour and handling breeding technology (AI, semen, EBVs, teasers, sequencing cycles) Breeds of cattle, sheep & their use. Stock breeding – number of offspring, dentition rumen digestion Fat scoring – market requirements, rations, major nutrients, types of feed Stock Marketing

Plant Production

Yearly calendar of events Factors affecting crop growth and yield Average Rainfall, Growing season rainfall Plant growth Monitoring root disease, leaf diseases and weeds in the farming system. Basic understanding of plant morphology Monocots & Dicots – weeds & crops –herbicide use Understanding requirements for crop growth (cereals) Varieties of crops (cereals, legumes and oilseeds)

Dryland Farming as an integrated system

Soil potential/constraints, structure and chemistry (major and trace elements) Salinity – types – dryland and transient (prevalence) pH, Importance of stubble retention (OC) Macro and Micro nutrients

Orientation of Sims Farm Paddock names of previous years rotation Year 11 & 12 paddock groups previous year stock management

Yr 11 PLANT & ANIMAL SCIENCE 2016

Cropping

Case study, rotations, monitoring, communication

Property Management Planning

Goals & Visions

Strategic, short medium, long term goals

Natural Resources

Soil management & degradation, Erosion, salinity (transient & dryland), land classes, Your Soil Potential/constraints, structure and chemistry (major and trace elements) PAW, CEC ,Organic Carbon, pH, Soil profiles Salinity, dry land and transient (prevalence) chemistry behind salinity(ECE 1-5 tests)

Business position

Rural finance, Financial bench marking. Debt equity ratios, cash flow budgets, loans,

Enterprise Evaluation

Gross margins, Bench marking, risk management

Enterprise management

Rotations, legumes and break crops, risk management, integration with stock & cropping, people, herbicide groups and resistance

Crop monitoring – Agronomy

Record keeping

Root disease, leaf and fungal disease

Seed germination, seeding depth. Tillering, Zadock's growth stage, weeds

Tillage

Theory (critical thinking) terms No Till, Min till, fallow, direct drill, knife points, press wheels, disc seeders, tyne assembly and row spacings.

Grain Harvest/classification

Livestock

Breeds & Breeding: Merinos, SAMM's, White suffolk's, cattle breeds, QA, lamb plan, wool care, cattle care, EBV's, genetics, hybrid vigour. Rumen digestion, dentition, rations, energy & protein Cell structure animal & plants Feed rations, disease

- Senior First Aid
- OHSW
- Communication

Machinery And Cropping

- Machinery operations, assessing risk (OHSW), driving and reversing,
 Using the Rodeo, Troop Carrier, Toyota ute, hitching and reversing trailer and hay cart.
- Tractor maintenance and operation / Front end loader operation assessing risk (OHSW), driving and reversing, attaching hydraulics, machinery operation,
- Boom spray calibrations, handling chemicals, shed inventory
- Seeder calibrations:- Air seeder and combine
- Weed identification
- Soil sampling and testing ribbon test, soil pH, salinity, soil structure (sodic, slaking, dispersion)

Livestock

- Behaviour, handling livestock & management
- Condition scoring & marketing
- Lamb marking & mulesing
- Sheep classing, sire evaluation, sheep selection
- Wool classing & handling
- Shearing
- Crutching
- Ration formulation and supplementary feeding
- Mid side sampling/fleece testing / points classing

CORE

AHCOHS201A Participate in OHS procedures AHCWRK209A Participate in environmentally sustainable work practices

OTHER

AHCLSK204A	Carry regular livestock observation
AHCLSK205A	Handle livestock using basic techniques
AHCLSK210A	Muster and move livestock
AHCLSK202A	Install, maintain and repair fencing
AHCMOM203A	Operate basic machinery and equipment
AHCCHM201A	Apply chemicals under supervison
AHCBAC201A	Assist agricultural crop establishment
AHCBAC203A	Assist agricultural crop harvesting
AHCSOL201A	Determine basic properties of soil and / or growing media
AHCMOM204A	Undertake operational maintenance of machinery
AHCMOM202A	Operate tractors (school delivery and TAFESA assessed)

• An example of a Stage 1 Pattern

Group 2 Group 1 Subject Subject Example Example

Semester 1	English	Maths	Maths Science or Technology	Arts, Humanities, Social or Cultural	Cleve Certificate in Agriculture Or Subject of choice	Cleve Certificate in Agriculture Or Subject of choice
Semester 2	English	Cleve Certificate in Agriculture Or Subject of choice	Maths Science or Technology	Arts, Humanities, Social or Cultural	Cleve Certificate in Agriculture Or Subject of choice	Cleve Certificate in Agriculture Or Subject of choice

An Example of Stage 2 Pattern

Group 2 Group 1

Semester 1	Cleve Certificate in Agriculture Or Subject of choice	Cleve Certificate in Agriculture Or Subject of choice	Subject at Year 12 level Either Group 1 Or 2 3 x 2 unit	Subject Maths Science or Technology	Subject Arts, Humanities, Social or Cultural
Semester 2	Cleve Certificate in Agriculture Or Subject of choice	Cleve Certificate in Agriculture Or Subject of choice	courses	Maths Science or Technology	Arts, Humanities, Social or Cultural

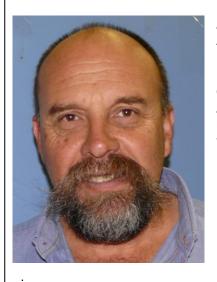
This table shows the 8 free choice subjects totaling 400 hours that **can** be dedicated to study within the Cleve Certificate II program. This is a matter of choice and must be discussed as part of the subject counselling process at the time of enrolment.

Of course, this pattern can be modified according to the other educational needs of students eg pre-requisites for year 12 study or tertiary study.

However, learning toward the Certificate II in Agriculture, particularly the Structured Workplace Learning component should be considered as an integral part of the SACE pattern and NOT additional to it.

In addition, the course accesses the skills of many people with specialist skills in the field of agriculture, as part of the "Essential Knowledge" and Short Course/Workshop/Visits" components.

Teaching Team:



Aleks Suljagic (Agriculture & VET Co-ordinator)

Aleks Suljagic holds a Roseworthy Agricultural College Diploma in Agriculture, Graduate Diploma of Education, and an advanced Diploma in Agricultural and Horticultural Management. Aleks began teaching at Wudinna Area School and has an affinity for dryland farming and pastoral sheep production. Special areas of interest include Agricultural Enterprise Education, Wool Classing, OHS &W in the workplace and a background in practical Agriculture. He is the Co-Ordinator for both Agriculture and vocational education programmes and teaches agriculture from Years 9 to 12.

Tony Zwar (Farm Technician)



Tony lives in Arno Bay and has been on Eyre Peninsula since 1966. He was involved in all aspects of farming until 2003 when he took up employment with the Environment Water and Natural Resources where he remained until 2014. Tony has a Diploma in Conservation and Land Management.

Sims Bequest Farm:

This is a valuable resource for the teaching and learning program at Cleve Area School.

Sims Farm is 350 Ha (1000 acres) and is operated as a commercial enterprise by the Sims Farm Operations Committee, running 350 poll merino sheep and cropping a variety of crops. The Farm also receives extensive sponsorship from the agricultural sector (see sponsorship list).

Students within the Agriculture Program make extensive use of Sims Farm. It has been established as a "Work-place" under the definition of the Certificate program and students undertake "Structured Workplace Learning" on the Farm and attain many of the hours required of this type of learning for the Certificate II in Agriculture.

Sims Farm was bequeathed to the Government of South Australia in the 1960s, by Mr Gordon Sims. The conditions of the bequest were that it be used as a "Training Farm, Research Centre or Seed Grain Farm". The following is an extract from the speech (author unknown) at the opening of Sims Farm.

"Gordon Sim's father, Mr. Thomas Sims came to this area from Pt. Lincoln in 1876. He spent several years around and about here doing contract work before taking up sections 44 & 45 Hd. of Mann and named the property Dingle Dell. He settled down and took a leading role in the development of the district and became the First Chairman of the Cleve District Council when it was formed in 1911.

In 1880 Thomas Sims married Amy Gates, and Clarence Lincoln Gordon was born the seventh child in 1892. Gordon grew up and spent all his life here at Cleve and in his early years he and his sister Audrey walked across the paddocks to school which was held in the Methodist Church as there was no formal school building at that time. He spent nearly all his life in the Dingle Dell homestead which was built in 1913 and on the veranda of which we still enjoy.

Following the death of his father in 1931, Gordon Sims took over the running of the farm and went on to be a very successful and progressive farmer. Animals and animal husbandry was very close to his heart and he took great pride and joy in those that he owned.

He was best known for his Clydesdale Horse and Dorset Horn Studs. Gordon imported from Scotland Stud Clydsdale stallions such as Panacea and Mossdale Ringleader. He bred good stock from these horses and colts were sold to farmers around the district.

Mr Todd Elliott who worked for Gordon travelled the stallions around the district to service the farmers' mares; this area was from Cockabidnie in the west to Carpa in the east.

Gordon never used a tractor on his farm; he only ever worked his horses. He built modern stables attached to his chaff-shed and chaff cutter room, and a concrete walled stallion shed all of which still stands today. The harness room was immaculate with well- oiled collars, wagon saddles, winkers and other harness kept neat and tidy.

Gordon Sims was a good farmer, he grew good crops, he very seldom ran short of feed as there was always a large stack of sheaved hay in the yard, which was used for chaff. The grain was carted to Arno Bay and because of the sandy road, 8 horses were used in the steel wheel wagon with a load of 66 bags going as far as the main Cleve - Arno road near Peter Rehn's place, then 6 horses could take the load into Arno Bay from there.

When Gordon upgraded to a pneumatic tyred trolley with a load of 66 bags, 4 horses took the load and often trotted a lot of the way.

Gordon was also successful in the show arena, a cup and show winning ribbons won at the 1940 Cleve show are now held by the National Trust. Also in 1940 Gordon founded a Dorset horn sheep stud, his sister Audrey became very interested in this project and worked along with her brother. Taking things a step further and always ready to accept a challenge he began to breed fat lambs.

Dorset Horn Merino cross ewes crossed with a Southdown ram produced excellent carcases, and during the years 1947 - 54 they won 2 State Grand Championships, 1 State Reserve and 3 Eyre Peninsula Champion lamb carcase competitions. In 1951, third placing was gained in a lamb carcase competition in England and so in 1552 Audrey travelled there to receive the presentation.

Some 50 years ago, Gordon Sims won a trophy with his sheep at the Cleve show. That particular trophy has been mounted, and is on display at the Cleve Area School. We have named it " The Gordon Sims Perpetual Trophy". It is open to be won by a Year 11 Agricultural student each

year who excels in the subject of Animal Husbandry, and their name is attached to the trophy.

An unusual feature was that there was never a dog on the farm at Dingle Dell.

Gordon Sims was a rather reserved and quiet farmer, his farm & animals came first; he did play a little football in his younger days, but his main sport was cricket and he was awarded Life Membership of the Cleve Club. Gordon was a bachelor, but the descendants of the Sims family still living in the district are from his eldest sister Pearl.

Clarence Lincoln Gordon Sims passed away August 16th. 1960, and in his Will he bequeathed his property Dingle Dell to the South Australian Government, who in turn was to make it available to the Department of Agriculture, as a Training Farm, Research Centre or Seed Grain Farm.

We trust that this has now come to pass; The Gordon Sims Training Farm which will be for the benefit and education of our future farmers. This and future generations will always be indebted to Gordon for the gift of his farm. The inscription on the headstone reads;

"Gordon Sims ever to be remembered by the children of Eyre Peninsula"

It is anticipated that students involved in the Cleve Agriculture Course will respect and honor the spirit and generosity of the late Mr Gordon Sims.

Expectation of student participation and conduct

As part of acceptance into the course, students are required to attend an interview with the Principal and the Ag Co-ordinator, to demonstrate their personal commitment to succeed in the course. Enrolment will not be confirmed until agreement has been reached that each candidate has the potential and desire for success in the course.

The course involves considerable allocation of resources by Cleve Area School, Sims Farm Operations Committee and the farming community of Cleve and Districts. As such student participation in all aspects of the course and appropriate conduct at all times are expected. These matters have high importance and are considered as requirements for continuing enrolment.

Students are required to demonstrate a strong commitment to their studies and are expected to complete all required components.

This includes:

- Completing all tasks set, meeting deadlines and working to high standards.
- Participating in short courses, visits workshops and organized activities.
- Participating in out of hours tasks as required, especially at seeding and harvest time
- As students will be operating in a workplace, essentially an adult environment, and in the company of experienced farmers for large periods of time, it is expected that they will conduct themselves in a mature, polite and respectful manner at **all** times

This commitment and behaviour expectation is consistent with:

The Cleve Area School Values of

Respect, Honesty, Trust and Friendship

- The school motto of LUCEAT ~ translated to mean Shine (as an individual) or "Let the light of education shine" and
- The slogan of "Teaching and Learning for Personal Excellence".

Failure to display the personal qualities expected may result in removal from the course and will result in students not completing the certificate program.

Boarding House

The South Australian Rural Student Accommodation Program, (SARSAP) funded by the Department for Education and Children's Services operates a fully supervised boarding house (Main house and an annexed house) in the township of Cleve. Board is available on either a 5 or 7 day basis and includes all meals.

All students have their own room and there is one bathroom shared between two boarders. The capacity of the boarding house is 11. Every effort will be made as part of enrolment to find private board for those students who can't be accommodated in the boarding house or who would prefer to live with a local family.

The House Parent is Ms Sue-Anne Marino, and the local oversight is provided by a Local Management Committee consisting of School, Staff and Community members.

For more information please refer to the Cleve Area School Boarding Programme Parent and Student Information Handbook.

Vision Statement – Dryland Farming Specialists

<u>Aims:</u>

Student Focus	Developmental	Teaching Team	Strategic Partnerships	Course promotion
	Initiatives			
Provide a	Deliver clearly	Teachers	Involve the wider community	Promote Certificate in
meaningful	defined	working	by providing them	Agriculture as a
curriculum for	subjects that	together so	opportunities to be part of the	positive holistic
students so that	have an end	that they are	curriculum.	learning experience.
on completion	goal with an	enthusiastic in		
they have sold	Agricultural	teaching the	Introduce trials and	
building blocks	Environment	subjects.	experiments at Sims Farm.	
for their future in	theme.			
agriculture.				
Students to				
enjoy their				
learning				
experiences.				

APPLICATION FORM

NAME:....

for entrance to the

TWO-YEAR CERTIFICATE IN AGRICULTURE COURSE

at the

CLEVE AREA SCHOOL

I,.....apply for enrolment of my child in the first year of the Certificate in Agriculture Course at Cleve Area School, and understand that the Certificate can be granted only on satisfactory completion of the two years of the course.

SIGNED:

(Parent/Guardian)

INFORMATION: TO BE COMPLETED BY PARENTS

1.	Student's Name:
2.	Age: (years) Date of Birth:
3.	Name of parents of guardians (BLOCK letters). Please indicate if surname is different from child's).
Fer	nale: Male:
4.	Occupation of Parents/Guardian: Female Male Male
5.	Postal Address:
	Phone: Or nearest contact:
6.	Boarding Address: Person's name:
	Phone: Or nearest contact:
7.	Present School:
8.	Our Boarding Committee will endeavour to make suitable boarding arrangements if you require help.
	Do you require assistance in finding suitable board? YES/NO
	Indicate any special requirements – (eg Monday to Friday only – prefer farm etc.)

PROBATIONARY AGGREEMENT

I agree that, if the student's standards of behaviour and work are not maintained at a satisfactory level, preclusion from the course may occur.

SIGNED:

(Parent/Guardian)

Information: To be Completed by Students in Their Own Handwriting

- 1. What have been your favourite subjects at school?
- 2. What subjects have been your best and worst at school?
- 3. What are your personal interests (out of school activities)?
- 4. Are there any particular skills that you bring to the course, or things that you are good at?
- 5. Do you live on a farm? If so describe it (in general terms Where is it? What are the main enterprises on the farm?)
- 6. In not less that 50 words explain why you wish to be enrolled in the 2 year Agriculture Certificate course. (You may wish to mention what you wish to gain, areas of particular interest, ambitions, etc)

	NAME:	
7. Details of work Experience:		
Employer	Occupation	<u>Year</u>

8. Holder of a current Driver's License? YES/NO Class: (specify):

License No:

Tell us about your future:

- 9. What do you want to do in the future? Think about this in terms of
 - (a) straight after you leave school?
 - (b) 10 years after you leave school?
- 10. Do you intend to: (circle one)
 - (a) Return to a farm after leaving school
 - (b) Go into a training program (eg Certificate / Diploma Courses in Agriculture)
 - (C) Go to University or Roseworthy Agricultural College

STUDENT AGREEMENT:

WHEN enrolled in the Cleve Certificate in Agriculture course, I agree to wear the approved school uniform and to maintain the standards of work (practical and written) and behaviour required:

- Completing all tasks set, meeting deadlines and working to high standards.
- Participating in short courses, visits workshops and organized activities.
- Participating in out of hours tasks as required, especially at seeding and harvest time
- As students will be operating in a workplace, essentially an adult environment, and in the company of
 experienced farmers for large periods of time, it is expected that they will conduct themselves in a mature,
 polite and respectful manner at all times

Signed:(Student)

Date: