Department of Education and Training

Higher Education and Skills

Participation, Inclusion and Regional Engagement Branch Memo

**TO:** Learn Local providers, PIRE Branch staff, ACFE Board, ACFE Regional Councils, Adult education institutions

**FROM:** Ryan Collins, Director — Participation, Inclusion and Regional Engagement Branch

**DATE:** 28/04/2020

**SUBJECT: Fact sheets for Learn Local providers to provide guidance on pre-accredited training delivery in Term 2, 2020**

Actions

* Read the fact sheets released by the Adult, Community and Further Education (ACFE) Board to provide guidance and advice on pre-accredited training delivery and funding in Term 2, 2020

Fact Sheets released

The ACFE Board released two fact sheets via a communique on 23 April 2020 developed in consultation with sector providers.

These facts sheets are intended to assist Learn Local providers to understand their pre-accredited training delivery and funding requirements in Term 2, 2020.

**Two facts sheets have been released:**

Learn Locals - Guidelines for Pre-Accredited Funding and Delivery

[This fact sheet](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/GUIDELINES_FOR_PRE-ACCREDITED_TRAINING_FUNDING_AND_DELIVERY_TERM_2_2020.pdf) provides information to Learn Local providers about funding and delivery arrangements for Term 2, 2020.

The fact sheet covers:

* delivery expectations
* the permitted uses of ACFE funding
* guidelines to assist providers to maintain quality training and engagement with learners.
* where to get advice and support.

Learn Locals – Pre-Accredited Training Delivery Q&A

[This fact sheet](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/PRE-ACCREDITED_TRAINING_DELIVERY_TERM_2_2020_QA_v1.0.pdf) advises Learn Local providers on operational and accountability requirements for pre-accredited training delivery during Term 2, 2020.

Communication with the Learn Local sector

The ACFE Board is currently supporting Learn Local providers with regular updates on the ACFE Board’s work and planning through these unprecedented times.

A copy of these communications, along with the released fact sheets can be found on the [Department’s website](https://www.education.vic.gov.au/training/providers/learnlocal/Pages/extraordinary-communications.aspx)

Further fact sheets may be released in coming weeks as deemed necessary by the ACFE Board.

As always, the latest departmental advice for schools, early childhood and TAFE and training providers, including additional resources and factsheets, continues to be available on the Department’s [coronavirus advice website](https://www.education.vic.gov.au/about/department/Pages/coronavirus.aspx)