

# Student Action Plan/Checklist

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

*As a result of meeting with the VET/Employment Coordinator Nathan Doble I need to do the following:*

**Research Career Pathways & Apprenticeships/Traineeships**

[www.skills.sa.gov.au](http://www.skills.sa.gov.au)

[www.skillsroad.com.au](http://www.skillsroad.com.au)

[www.aapathways.com.au](http://www.aapathways.com.au)

[www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au)

**Discuss School Based Apprenticeship concept with parent/caregiver**

**Develop Resume (search pro-forma online) that relates to the field of work of interest**

**Undertake Work Experience in the areas(s) of interest**

- You can arrange work experience by seeing the VET/Employment Coordinator to complete a Workplace Learning Agreement Form, make sure all sections are completed and signed, before starting Work Experience.
- Contact employers from your area, local paper, your local shopping centre notice boards or on the internet
- Speaking with parents/caregivers and exploring existing networks/contacts
- Exploring opportunities through friends, their parents, sporting clubs etc

**Undertake Industry Aptitude assessment if available (Your VET Coordinator can provide this or [www.aapathways.com.au](http://www.aapathways.com.au) website above)**

**Pursue Vocational Education & Training courses in relative fields**

**Undertake Occupational Health & Safety training (white card etc)**

**Drivers Licence required – place a date on your home calendar for ‘L’s or ‘P’s**

**Seek casual job – to demonstrate and learn a ‘work ethic’**

**As you progress through this action plan make another appointment with Nathan ([Nathan.Doble66@schools.sa.edu.au](mailto:Nathan.Doble66@schools.sa.edu.au)) or 0417 881 277**