

2023 School Based Apprenticeship & Traineeships

EXPRESSING AN INTEREST IN SCHOOL BASED APPRENTICESHIP & TRAINEESHIP

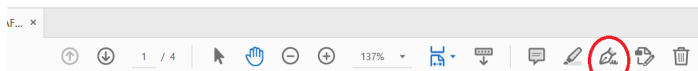
Thank you for expressing interest in undertaking a School Based Apprenticeship &/or Traineeship (SBAT) qualification in 2023.

Please read carefully the information below, which will outline the steps you will need to undertake to formalise your commencement in an SBAT. Note that this information is only relevant to eligible students that meet the following criteria:

1. Are accessing an SBAT course that is on the Government Subsidised Training list.
2. Will be in Year 10, 11 OR Year 12 in 2023.
3. Turns 16 years of age (or older) in 2023 (students 15 years old must apply for an exemption).
4. Have undertaken a relevant "Industry Immersion Activity" such as Work Experience, a VET "Taster" course or extensive Career Research (PLP task). Evidence of this will need to be submitted with your application for the SBAT.

PDF documents

To allow the process to flow, documents need to be completed & signed digitally. Please see the image below to assist in signing the document digitally in Adobe Reader program.



Please click on this "pen" symbol 

1285 School Pre-endorsement of an Australian School-based Apprenticeship

The school must complete the 1285 for ALL parties prior to the signing the Contract of Training. This supplies critical information to the school, State Government & Training Company. Signatures are required by all parties to proceed forward. Once completed, the school will forward a copy to all stakeholders.

A link to this document can be found here:

<https://www.australianapprenticeships.gov.au/sites/default/files/2021-12/Pre-Endorsement%20Apprenticeship%20and%20Traineeship%20for%20School%20Students%20-%20Form%20V3.004.pdf>

Contract of Training

The Australian Apprenticeship Support Network (AASN) will complete this training contract with the Employer, Student, Parent/Guardian and School. Once completed this training contract will be sent to all parties by the AASN (MAS National OR MEGT).

VETRO REFERRAL

Upon receipt of a student's completed **Contract of Training**, Mount Barker High School will submit an online application (VETRO) to access State Government funding for a subsidised course, on a student's behalf. Students and parents will receive an email notification when this occurs, and as part of the process, will be required to respond to these emails giving permission for this application to proceed.

Training Plan

This document supports the Contract of Training. All parties are required to complete this document. This can be found here: https://providers.skills.sa.gov.au/DesktopModules/Bring2mind/DMX/API/Entries/Download?Command=Core_Download&EntryId=1331&language=en-US&PortalId=1&TabId=911

A prefilled Training Plan will be supplied by the Training Company. Once received, please complete and return via email to **Mr. Nathan Doble** Nathan.doble66@schools.sa.edu.au

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UAN ASSESSMENT

Once permission has been granted, students will be invited by the Training Provider to attend an **Upfront Assessment of Need (UAN)**. This will be completed online or face-to-face. The UAN consists of a basic literacy and numeracy assessment, to gauge what support a student may need with their learning as part of the apprenticeship. If a student drops below the entry standard for the course, they will be required to sit an additional, longer assessment to gauge what support is needed.

A one-off practice assessment is available:
<https://providers.skills.sa.gov.au/Deliver/Upfront-Assessment-of-Need>

SUBJECTS

Timetables for Semester 1, 2023 are usually finalised at the end of term 4, 2022. Upon receiving a Contract of Training, families will be responsible for contacting **Curriculum Assistant Principal, Mr. Andrew Dunn** via phone **8391 1599** OR email: Andrew.dunn806@schools.sa.edu.au to discuss any subject withdrawals to accommodate their apprenticeship.

APPRENTICESHIP WITHDRAWAL

If a student withdraws from an apprenticeship after it has begun, then parents may be liable for expenses as charged by the Training Company. Additionally, students will miss out on SACE credits they would have gained. This will impact their SACE pattern and require additional subjects to be studied.

TIMELINE

Week 1

Student is offered an apprenticeship/traineeship by employer.

Week 2-3

Student discusses options with parents/guardians and school. Discussion points; SACE pattern, days of work. Completion of 1285 required.

Week 4 - 8

4 – 8 weeks. Sign-up occurs. Student, Parent/Guardian, Employer, Australian Apprenticeship Network Provider (AASN) & School Representative attend sign-up.

Week 9-12

VETRO referral completed by School. Training Plan completed by ALL parties. Apprenticeship uploaded to TAS.

Further Information

<https://www.australianapprenticeships.gov.au/>

An appointment to clarify any of the information can be made with the VET & Employment Pathways Coordinator, Mr. Nathan Doble via phone 8391 1599 OR email: Nathan.doble66@schools.sa.edu.au