

# SCHOOL BASED APPRENTICESHIP (SBA)

## WHAT IS A SCHOOL BASED APPRENTICESHIP?

School based apprenticeship (SBA) allows you to start an apprenticeship while still at school. You start your apprenticeship on a part time basis at school and continue on a part time or full-time basis when you leave school.

As a school based apprentice, you and your parent/guardian enter into a training contract with your employer. You are also paid while you learn for the duration of your contract.

Employers are required to provide students with opportunities to satisfactorily demonstrate the competencies that are a part of the relevant apprenticeship qualification.

## BENEFITS

- Undertake an education and paid employment
- Graduate and achieve the West Australian Certificate of Secondary Education (WACE)
- Achieve a nationally recognised industry qualification
- Practise hands-on learning in the workplace, which makes the transition from school to work much easier
- Can provide a pathway to university or other training, should students wish to continue studies once leaving high school, either full-time or part-time
- Make an early start on a career

## ENTRANCE REQUIREMENTS

- The school should ensure that students are work ready and academically capable of completing the apprenticeship
- Students must be a minimum 15 years of age
- Students must have the school's agreement to undertake a school based apprenticeship

## COMPLETION OF SCHOOL BASED ARRANGEMENTS

- A student cannot remain in a school based apprenticeship after they have left school or completed Year 12
- At the completion of Year 12 the school based apprenticeship can be converted to full-time or part-time
- The nominal duration of the school based apprenticeship will be amended accordingly

## WACE

Units of competency successfully completed will be recorded on the WACE. The commencement date of the school based apprenticeship will affect the number of units of competency which may be completed within SCSA timelines.

## FINDING A HOST EMPLOYER

Students and their parents are encouraged to source an employer willing to support the student as a School-Based Trainee. If assistance is required sourcing an employer, the VET Coordinator will provide the student with assistance.

## FURTHER INFORMATION

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VET Coordinator

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# Want to do a School Based Apprenticeship?

## 1. Speak to your parents about the idea

Consider the time spent out of school, your commitment and ability to catch up on work missed and how this training option may be beneficial to your career pathway.

## 2. Make an appointment to see the VET Coordinator

You will be given advice on the suitability of this option for you. It would be beneficial for your parents to be present at this meeting.

## 3. Final Permission

Should the decision be made to go ahead, final permission will be sought from the Deputy Principal.

## 4. Find an employer

A representative from the Registered Training Organization (RTO) is able to speak to potential employers about their responsibilities if required.

## 5. Complete the paperwork

Once the school, parents, RTO and employer are happy for the arrangement to be formalized, the school representative, the RTO representative, student and a parent will complete the necessary paperwork and the student may begin the training.