



School-based Apprenticeships and Traineeships (SBATs)

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What is the VRQA?

- Victorian Government Statutory Authority responsible for regulating:
 - Schools
 - Vocational Education and Training (VET)
 - Apprenticeships and traineeships (A&T).
- Relevant Legislation: *Education and Training Reform Act 2006* and *Regulations 2007*.



The VRQA's role in A&T

Approval	Registration	Compliance	Disputes
Employers	Register of apprentices & trainees (DELTA)	Authorised Officer Visits	Investigation
Qualifications Approved Training Schemes	Training contract registration	Investigative Campaigns	Formal Proceedings




Training Contract

- A legal document between the employer and apprentice/trainee (and parent/guardian for an SBAT).
- Includes obligations for each party, which begin when the contract is signed. For example:
 - Employer must provide release for training, supervision, appropriate equipment & facilities, and work relevant to the qualification.
- Sign-up is facilitated by an Apprenticeship Network Provider.
- Training contracts are registered by the VRQA.




Additional SBAT Requirements

- Arrangements must include a minimum of:
 - 6 hours/week of structured training (can be delivered in blocks).
 - 7 hours/week of employment.
- At least 1 day/week must be timetabled to be spent on-the-job or in training during the normal school week.
- A school representative must sign the training plan for the apprenticeship or traineeship to become "school-based".
- The training plan must be provided to the school within two months of training contract commencing.




Issues

- Sometimes training contracts are signed without schools being consulted on whether arrangements are appropriate or can be accommodated within school timetables.
- Always ask: does this proposed SBAT arrangement provide a genuine pathway to employment after the apprenticeship or traineeship is completed?
- Can the school verify claims made by the employer and registered training organisation? (i.e. details of the course, work duties of the student).
- Is the choice of SBAT suggested by an employer/RTO/Apprenticeship Network provider appropriate?




Reforms: potential directions

- Victorian Skills Commissioner (Neil Coulson) to advise on which apprenticeships/traineeships can be taken as SBATs. (Current exclusions in Victoria: Certificate III in Concreting and Certificate III in Demolition. Service Skills Australia have advised the Certificate III and above fitness qualifications are not suitable for -18 years).
- The minimum weekly hours requirements.
- Administrative reforms: should schools sign-off on training plans *after* training contracts are signed, or before?




How to respond to issues?

- Follow your school's policies and procedures.
- Speak to the employer, the Apprenticeship Network Provider, and/or the Registered Training Organisation (RTO).
- If the issue is unresolved, contact the relevant agency.
- If you want to talk about it, contact us:
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Relevant Agencies

Issue	Agency
Employer not meeting obligations <ul style="list-style-type: none"> • Lack of release for training • Work not relevant to qualification • Inappropriate supervision • Disputes over completion/cancellation 	VRQA Apprenticeship Administration Unit: 1300 722 603
Poor quality training from RTO	Australian Skills Quality Authority Info Line: 1300 701 801 VRQA Complaints Unit: 9637 2806 (Option 2) Victorian Training Guarantee Feedback Team: 9637 2817
Occupational health & safety (incl. bullying)	Worksafe Victoria: 1800 136 089
Unfair dismissal, general pay & conditions	Fair Work Ombudsman: 131 394



More information?

- Apprenticeship Network Providers
www.australianapprenticeships.gov.au
- VRQA
 - Website www.vrqa.vic.gov.au
- DET SBAT Guidelines
<http://www.education.vic.gov.au/school/principals/curriculum/Pages/apprentice.aspx>
- Qualifications & RTOs www.training.gov.au