Australian School-based Apprenticeships
Information and Guidelines for Employers

Australian School-based Apprenticeships (ASbAs) are an opportunity for the Department of Education to work with employers to support student’s learning while they complete an apprenticeship. ASbAs ensure that students can remain supported in their existing learning environment and local community as they engage in their new workplaces and industry.

To support ASbA opportunities for students and industry, the Department has developed an ASbA Policy and an Implementation Management Kit for schools and colleges to help manage ASbA processes and their accountabilities to support the learning needs of their students.

With this enhanced responsibility and duty of care, schools hold monthly meetings with their ASbA students to review their school attendance and studies, employment working hours and training progress towards their ASbA qualification. The training component is especially important as any completed Units of Competency count towards student’s senior secondary Tasmanian Certificate of Education (TCE).

It is important for employers to be aware that all ASbA Training Contracts must be endorsed by the student’s school Principal, as without the Principal’s support the contract cannot be approved and registered by the Tasmanian Traineeships and Apprenticeships Committee (TTAC).

Is an ASbA right for your business?

Before engaging a student as a school-based apprentice, employers should consider:

- Are you able to commit to a minimum of 7.5 hours and a maximum of 15 hours employment per week during school terms, and additional hours in term breaks and holidays?
- Are you able to be flexible with employment times, especially to accommodate the requirements student’s school/college timetable, including busy periods in the school year such as exams?
- Are you able to negotiate appropriate finishing times for students each evening before the next school day? Our guidelines recommend a maximum late finish time of 10pm for Year 10 students, and possibly later times as individually negotiated with Year 11 and 12 students.

We welcome employers to talk to the Department and schools about how we can all work together to maximise student’s education and training opportunities and outcomes during ASbA contracts.

More information

For more information about ASbAs:

- Contact the Department’s ASbA Unit on 6165 5607, or email admin.asba@education.tas.gov.au
- Visit the Skills Tasmania website www.skills.tas.gov.au/apprenticeshiptraineeships/schoolbased