

SBATS and student attendance

Information for Principals

There are several impacts causing delays in the lodgement of Training Contracts including:

- changes to Commonwealth incentive programs have increased the uptake of apprenticeships and traineeships across the country.
- limited Apprenticeship Network Provider (ANP) staffing resources, resulting in delays of sign-ups and processing of documentation for lodgement
- teacher/trainer shortages in some Registered Training Organisations (RTOs) causing delays in obtaining training plans.

When can I release a student to begin their SBAT?

Schools are able to consider releasing students to attend work/study once there is a formalised commitment to training. This is in the form of the [Training Plan](#) from the RTO which:

- should be developed by the RTO in consultation with the employer and learner, to address their specific qualification and scope of work with their employer.
- is a commitment to training and the arrangement agreed to by all parties. At sign-up, the Training Plan is signed by the student, parent/carer (if under 18), employer, school, regional representative (from the relevant school sector) and RTOs.

Safe Work NSW considers anyone who performs paid work in any capacity for an employer, business or organisation is considered a worker. However, the term can also include unpaid workers such as volunteers or work experience students and participants of approved training programs. This combined with the prepared Training Plan would confirm the agreed intention that the school-based arrangement is to proceed.

Does a student completing an SBAT require an exemption?

SBATs are an HSC pattern of study. Student's do not require an exemption from attendance. On the days the student is not required to attend school as they are at TAFE

or at the worksite, they can be marked 'F' (flexible). For all other days, the roll should be marked as usual, with the appropriate code.

What if the SBAT does not proceed?

Should any SBAT be cancelled, the student will be required to return to a regular pattern of attendance at school or seek an alternate pathway.

Best practise for all SBATs is maintaining weekly communication between school and providers (RTO/workplace) to ensure the student meets course requirements.

The documentation must be lodged by the ANP to formalise the period that the student participated in work and study arrangements.