



**VOCATIONAL EDUCATION  
AND TRAINING PATHWAYS**

***INDUCTION BOOKLET***

**STUDENT NAME:**



**NASSSA**



# NASSSA

TOGETHER FOR QUALITY EDUCATION, QUALITY FUTURES

**Course name:**

**Training Provider:**

**Trainer name:**

**Phone/mobile contact:**

**Trainer Email:**

**Training location address:**

**VET Leader name:**

**VET Leader contact phone:**

**Notes: Key information from my induction:**



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# NASSSA

TOGETHER FOR QUALITY EDUCATION, QUALITY FUTURES

**Congratulations on being awarded the opportunity by your school, to participate in a Regional VET (Vocational Education & Training) course.**

**This booklet will provide you with some key information to make your experience a positive and rewarding one! You must complete this booklet and provide your VET Leader with all certificates completed during activities, before you can embark on any training or work placement.**

## Chapters:

1. What is VET?	3
2. Vocational Training Documents	6
3. Structured Workplace Learning [SWL]	11
4. Guide to Workplace Learning for Students	14
5. Other Workplace Learning Documents	27
6. Workplace Learning Agreement Form	31
7. Workplace Learning Videos	34
8. Work Health & Safety (WHS)	36
9. Equal Opportunity	46
10. Keeping Safe	50
Places to get information and Law Stuff	54
Appendices:	56
1. NASSSA Code of Conduct & Course Application Form	57
2. DCSI Clearance	66
3. Grievance Procedure	69
4. Certificate	71
5. Teacher Resources	73

## Page: NASSSA VET Videos

What  
is VET?

[Click here!](#)



Course  
Videos

[Click here!](#)



# CHAPTER 1

## What is VET?



# What is VET?

VET stands for "Vocational Education and Training".

It is industry specific training providing you with nationally recognised qualifications which can also contribute to your SACE.

As a NASSSA regional VET student, you will be receiving training from a trainer/teacher, qualified to deliver and assess accredited training from a training package. If you are successful, you will receive nationally recognised qualifications in your chosen field.

The training may occur at a school, in a Trade Training Centre, or at the facility of a Registered Training Organisation (RTO).

The specific qualification for your VET course will comprise of "units of competency".

Your trainer will collect evidence of your "competence" from which they will assess whether you have met the criteria for the unit.

The evidence will comprise of a selection from your:

Work books

Work placement Logbook/Journal

Work placement feedback/report

Practical activities

The trainer will collect this information, collate it and send it to an RTO at the end of the course, who will issue a Statement of Attainment for those Units of Competency you have successfully completed. If you complete all the required competencies for a qualification, you will also receive a Certificate for that Qualification.

This will be nationally registered and recognised.



Your school will also receive this information and organise for your VET results to be recognised and counted towards your SACE certificate. Your VET Leader can talk to you about how much and at what Stage of the SACE, each competency will be recognised.

You need to be aware that you will only gain credits for SACE if you complete all the requirements of training, so poor attendance and non-completion of tasks, means you could be putting your SACE completion at jeopardy!



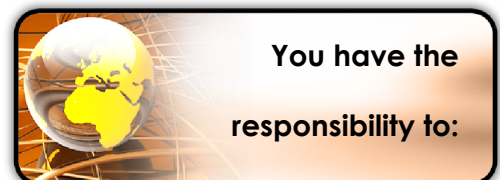


# What are my rights and responsibilities with VET?

*When you begin a VET course, you are entering an adult learning environment. This means that it is not school...it is learning with some different expectations and assessment requirements.*



- 😊 A training environment that allows you feel safe and be free from harassment, discrimination and bullying
- 😊 To be properly informed of the assessment requirements of the course
- 😊 To be properly informed of changes to the program
- 😊 A training environment that gives you a number of different opportunities to demonstrate your understanding of the subject being taught



- 😊 Be on time...times for VET training may be different to school!
- 😊 Notify your trainer AND VET Leader, if you cannot attend, or are going to be late for any reason
- 😊 Submit any work required on time
- 😊 Wear appropriate clothing. VET courses may have different dress requirements
- 😊 Ensure you orient yourself to the training venue (HINT: The checklist on page 25 must be completed and signed on your first day)
- 😊 Negotiate with your trainer and your teachers to catch up on either missed VET or missed school work. You will have to manage your time!
- 😊 Follow the Code of Conduct you signed as part of your initial VET application for enrolment (see a copy on page 18 of this booklet)
- 😊 After one term, you will be required to complete an online survey about your training. This is a simple survey and you will be given time to do it at school. It asks you to reflect about your attendance, subject matter in the course, the trainer, the actual training, assignments and assessments, resources and facilities, career, well being and other general training matters. It will give you a chance to provide feedback on the quality of the training and whether it is meeting your needs and expectations.