

# School-Based Traineeships

Developing Skilled Talent for Your Business

 **PROGRAMMED**  
by  PERSOL



# About School-Based Traineeships

A School-Based Traineeship is a structured, paid program that combines part-time work with school studies. It offers students real-world experience and the opportunity to develop critical employment skills.

The qualification earned through a traineeship can count towards a student's high school graduation and WA Certificate of Education.

Students typically attend the workplace one day per week during Year 11 and Year 12, ensuring a balanced approach to work, study, and skill development.





# Benefits of Employing a School-Based Trainee

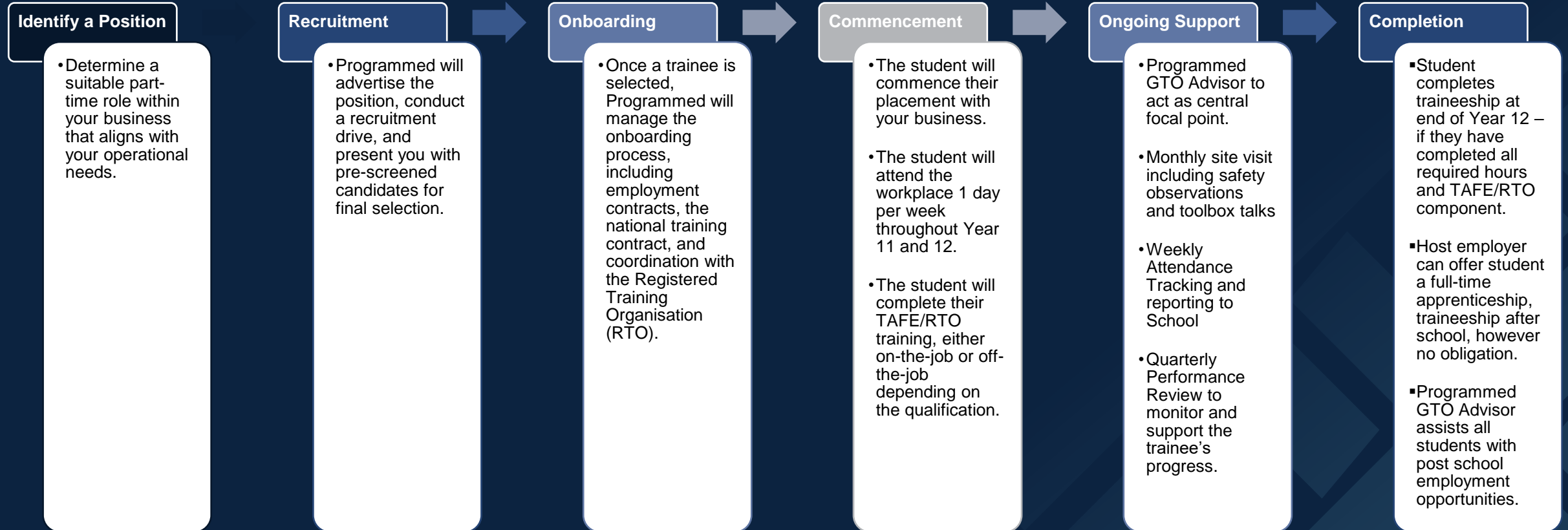
Employing a School-Based Trainee can provide your business with the opportunity to:

- ▶ **Recruit motivated young talent** before they graduate from high school.
- ▶ **Try before you buy:** Trial candidates during high school, creating a potential pipeline for future apprenticeship or traineeship programs with your business.
- ▶ **Address current and future skills needs** by training a young person part-time in your business.
- ▶ **Showcase your industry** to the next generation, fostering interest and engagement in your field.
- ▶ **Contribute to your local community** by investing in the workforce of tomorrow.

For trainees, the program ensures they graduate with practical work experience, a nationally recognised qualification, and their WACE certification, preparing them to make meaningful contributions to their chosen industries.



# How it Works





## Key differences between Work Experience and School Based Traineeships

Aspect	Work Experience	School Based Traineeship
Payment	Unpaid	Paid employment under an award or agreement; minimum 7.6 hours per week
Contract	No employment contract	Employment contract with Programmed as the legal employer
TAFE/RTO training requirement	None	Training Plan with TAFE/RTO commitment and formal assessments
Qualification Outcome	None	Nationally recognised qualification (e.g., Certificate II or III)
Contributes to WA Certificate of Education	No	Yes
Time Commitment	Short-term (a few days to weeks)	Long term commitment (1 day per week over Year 11 & 12)
Purpose	Observational learning and industry exposure	Practical work experience with formal training
Employer Benefits	Opportunity to showcase industry	Develop a skilled workforce; potential future employee pipeline
Government Funding and Incentives	None	Funding and Incentives available to help offset cost

# How Programmed will Support You

Programmed is committed to your success by offering end-to-end support, including:

- ▶ Identifying and mapping suitable training opportunities within your business.
- ▶ Managing the recruitment process to find the right fit for your team.
- ▶ Acting as a central point of contact between all stakeholders—students, parents, schools, and the RTO—to ensure seamless communication.
- ▶ Managing payroll, including wages, superannuation, and compliance with award conditions.
- ▶ Conducting regular site visits, quarterly performance reviews, and weekly attendance tracking to monitor and support the trainee's progress.
- ▶ Offering coaching and mentoring support to ensure a successful outcome for both your business and the trainee.



*Pictured: Kesharna Lee, WA School based Apprentice of the Year for 2022, at the WA Training Awards. Kesharna completed her School Based Trainership with Programmed and BHP.*



# Government Incentives

Hosting a School-Based Trainee comes with significant financial benefits.

- ▶ **Fee-Free Training:** **TAFE/RTO fees are entirely fee-free** for School-Based Traineeships. Many completed units can also count as Credit Transfers towards post-school qualifications, such as Certificate III, reducing future training costs.
- ▶ **WA Jobs and Skills Employer Incentive:** A base payment of **\$2,125 per trainee** is provided under this program. Programmed claims this payment on your behalf and passes the full amount back to you. Additional incentives made for Regional/Remote students and Indigenous students.



# Pricing Model

Hosting a School-Based Trainee is a cost-effective way to build your future workforce.

## Year 11 – Charge Rate per hour

\$38.00

### Included in Charge Rate

- ▶ Wages
- ▶ Permanent Loading - for annual leave, personal leave and public holidays
- ▶ Superannuation
- ▶ Workers Compensation Insurance
- ▶ Public Liability Insurance
- ▶ Payroll Tax
- ▶ Recruitment and Aptitude Testing
- ▶ Pastoral Care which includes site visits, toolbox talks, safety conversations and performance reviews
- ▶ Performance management and issue resolution
- ▶ Induction and Onboarding
- ▶ Ongoing Safety and Health and Wellbeing Education
- ▶ Administrative paperwork associated with the Training Contract and Government Incentives
- ▶ IR/HR/HSE/Commercial Management/Legal

## Year 12 – Charge Rate per hour

\$38.00

### Not Included in Charge Rate

- ▶ Pre-Employment Medical – will be oncharged if required for role
- ▶ Uniforms – will be oncharged if required for role, or Host Company can supply

Note: Student is engaged as a Permanent Part-Time employee and Hosted by your company for 1 day per week (7.6 hours).

Pricing excludes 10% GST.



# Ready to get started?

Contact us to explore opportunities and start the process.

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