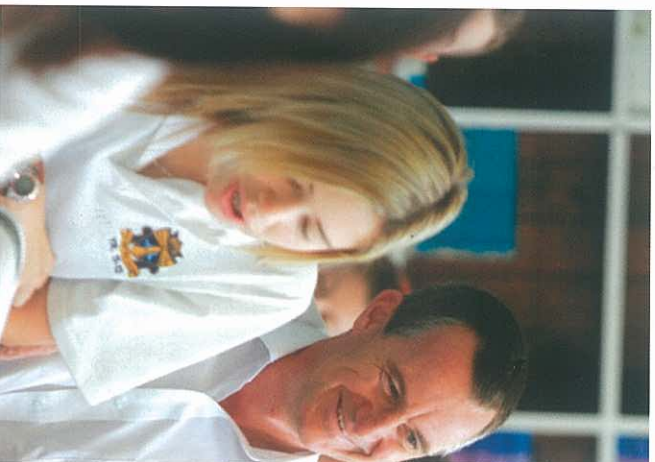




COMPLETING AND LEAVING SCHOOL

a guide for years 7, 8 and 9 students and their parents



Across Australia all young people must now complete Year 10 and after that must be in full-time employment, training or education until 17 years of age.

In NSW there are options for completing Year 10. This leaflet outlines those options.

North Coast Region secondary schools support students in developing their personal plans for their futures beyond Year 10.

The best lifetime outcomes come to those who complete school (to Year 12) and then complete a university qualification or a trade.

Year 10 at School

Most young people will complete Year 10 at a school. *Completing Year 10* is not the same as *gaining the school certificate*.

Some schools may offer alternative programs to meet the special interest and needs of Year 9 and 10 students.

School-based Apprenticeships and Traineeships (SbATs) can be commenced from the start of Year 10.

There is more information on SbATs inside this leaflet.

Further information

Talk to the Careers Adviser at your school or call the Secondary Curriculum Consultant on 131536

An Approved Apprenticeship or Traineeship

Some young people will prefer to undertake an apprenticeship or traineeship instead of staying at school for Year 10.

Before the employment contract is negotiated, parents should seek the Principal's agreement that the proposed apprenticeship or traineeship is in the student's best interests.

The young person must continue to attend school until they are granted an *exemption from schooling*. This cannot be granted until the Principal signs a training contract and training plan for a previously-approved apprenticeship or traineeship.

There are more details of processes to follow inside this leaflet.

Completing the equivalent of Year 10 at TAFE

This option does not gain you the equivalent of the School Certificate and does not guarantee you entry to Year 11 if you return to schooling.

This option is only available in the **exception** for a very few students where the Principal and TAFE Director agree that it is in the young person's best educational interests.

Students transferred to TAFE will have good numeracy and literacy skills, a determined career direction and the social and emotional stability to achieve positive outcomes in an adult learning environment. School and TAFE staff will jointly monitor your progress at TAFE.

There are more details of processes to follow inside this leaflet.

COMPLETING YEAR 10 AT SCHOOL

The traditional pattern of Year 10 study

For most students the traditional pattern of Year 10 study leading to achievement of a School Certificate will be the most appropriate pathway.

This is the best option, especially, for those students wishing to develop the knowledge, skills and good study habits that will bring high achievement in the School Certificate and, later, in the Higher School Certificate.

Your school will provide you with information about traditional Year 10 study at your school.

An alternative pattern of Year 10 study

Some schools have changed teaching and learning arrangements, sometimes with special course options, that will better suit students not suited to the traditional patterns of schooling.

These can include arrangements where learning for English, Maths and other School Certificate subjects is contextualised around project-based learning in more practical subjects.

Other arrangements have students studying a mix of traditional subjects delivered differently - and sometimes mixed with extended workplace learning.

Students completing alternative patterns of study must still remain eligible for achieving the School Certificate - a different way of learning, a better student outcome, not a different qualification!

Talk to your local secondary school about programs to meet your needs.

You can also talk with the Principals of other local public high schools about their programs that might better suit your needs.

A School-based Apprenticeship or Traineeship commencing in Year 10

An apprenticeship or traineeship is a contract of paid employment and on-job training. Under the contract you will complete a national vocational qualification.

A *school-based* apprenticeship or traineeship combines a contract of *part-time* paid employment and on-job training with a course, accredited to your Higher School Certificate, which gains you that national vocational qualification.

Traditionally SbATs commence in Year 11 but for those with a clear career goal and a strong work ethic, it is allowed to commence from the start of Year 10. A school-based apprentice or trainee usually works 7-8 hours per week.

In Year 10, the student undertakes that work and the HSC-accredited training course in addition to study toward their School Certificate.

For more information on SbATs:

- <http://www.sbatnsw.info/index.php>
- your school Careers Adviser
- your local SbAT Adviser Phone131536
- NSW State Training Phone132811

“a different way of learning, a better student outcome, not a different qualification!”



COMPLETING YEAR 10 EQUIVALENT AT TAFE

For a very few students, studying at TAFE as an alternative to Year 10 at school will be more appropriate.

If you think this is the pathway for you, the first step is to discuss this with your school Careers Adviser or Principal.

The Minister for Education has approved a small number of TAFE courses as being equivalent to Year 10 study at school.

To find out what approved Year 10 *Equivalent* courses are available at your local TAFE campus talk to the counsellor at your local TAFE campus. You can find the contact details for TAFE counsellors at http://northcoast.tafensw.edu.au/studentervices/futuresstudents/Documents/CampusContactsforYoungPeople_v9_7Feb11.pdf

You can find out more about North Coast TAFE's provision of Year 10 *equivalent* courses at <http://northcoast.tafensw.edu.au/studentervices/futuresstudents/Pages/SchoolStudents.aspx>

If you decide that you do want to go to TAFE to do the equivalent to Year 10 you make application through your school Principal.

COMPLETING AND LEAVING SCHOOL

a guide for years 7, 8 and 9 students and their parents



COMMENCING A FULL-TIME APPRENTICESHIP OR TRAINEESHIP

The Minister for Education has approved that a principal may exempt a student from schooling after they have completed Year 9 in order to commence a full-time apprenticeship or traineeship.

The Principal must first determine that the proposed apprenticeship / traineeship is in the student's best educational and career interests. There is a process you need to follow:

Step 1: Discuss your plans with your school careers adviser or principal before the end of Term 3 in Year 9. Identify the type of apprenticeship or traineeship you will be seeking.

Step 2: If the Principal agrees to you seeking that apprenticeship or traineeship as an alternative to Year 10, go out and find the apprenticeship or traineeship. [Remember that if you change the type of apprenticeship or traineeship from that identified earlier, the principal may not agree that it is appropriate.]

Step 3: Complete the *employment and training contract* with the employer. Get a copy of the *employment and training contract* and get a copy of the *training plan* from the registered training organisation (RTO) that will deliver your training.

Step 4: Take the *employment and training contract* and the *training plan* to your school principal and complete an *application for exemption from schooling*.

The Principal will contact the employer and, if satisfied that the apprenticeship or traineeship is in your best educational and career interests, the principal will issue you with a *certificate of exemption from schooling*.

The certificate must be submitted by your employer with your training contract and training plan to State Training Services. Without the certificate, the training commissioner will not approve the apprenticeship or traineeship.

If your apprenticeship is cancelled before you turn 17 you are required to return to schooling.

If your traineeship is cancelled you must return to schooling. If your traineeship completes before you turn 17 and you are not employed or in a full-time training course (eg TAFE) you must return to schooling.

You will only be able to undertake a *Year 10 equivalent* TAFE course if your school principal and the TAFE director agree that it is in your best education and career interests.

You will need to show that you have:

- the ability and skills to study in an adult learning environment
- the ability to undertake specific vocational qualifications and
- the language, literacy and numeracy skills to complete your selected qualification.

If you wish to undertake a *Year 10 equivalent* TAFE course you should

- discuss the option with your school careers adviser or principal during Term 3 of Year 9, and
- make application to the Principal before the end of October in Year 9.

If you undertake a Year 10 equivalent TAFE course it is **not the equivalent to completing the School Certificate at school**, and you may not be accepted into Year 11 at school if you decide to return to school after your year at TAFE

“The best place for most students to complete Year 10 is at school. Completing Year 10 at school means you will also get English, reading and mathematics support, and you’ll be with friends of the same age.”

North Coast TAFE advice

All young people must complete Year 10 education.

Completing Year 10 can be through schooling, through an approved TAFE program or through an apprenticeship of traineeship. These options are explained earlier in this leaflet.

Once you have completed Year 10 there are a number of options to choose from.

After Year 10 and until the age of 17 all young people must be:

- a. in school, or registered for home schooling;
- OR
- b. in an approved training course;
- OR
- c. in full-time paid employment (average 25 hours per week)
- OR
- d. in a combination of schooling, training and/or employment totalling at least 25 hours per week.

Completing schooling

The most common option is to undertake Year 11 and 12 in a school.

In school you will be working to achieve a Higher School Certificate. In addition you might aim to achieve an Australian Tertiary Admissions Ranking (ATAR). You normally need an ATAR to go straight from school to university.

Your school will offer a broad range of courses that allows you to select a program that best suits your abilities, your career interests and your further education and training plans.

HSC Courses include vocational training courses that can be delivered within school or at TAFE.

You can also undertake a school-based apprenticeship or traineeship as part of your HSC program

Full-time training

You can choose to undertake a full-time vocational training course as an alternative to staying on at school after completing Year 10.

A range of training organisations offer full-time training courses. TAFE is our recommended post-school training provider.

TAFE delivers training to meet local industry needs. Contact the counsellor at your local TAFE campus for more information.

Other training organisations also deliver vocational training.

If you complete full-time training, are under 17 years of age and cannot get a full-time job you will need to return to school.

Many TAFE vocational training courses can be undertaken as a part of an HSC program.

Don't just leave school for training - you can include vocational training in your HSC!

You can combine your training with a school-based apprenticeship or traineeship.

Full-time employment

If you have a full-time job (where you are paid on average for at least 25hrs per week) you can leave school after completing Year 10.

You will need to provide your school with proof of your employment to be allowed to leave school.

If you cease to have full-time employment and you are less than 17 years of age you will have to return to school or to a full-time training course.

Will my choices at Year 9 impact my options later?

Entry to Year 11 is based on completion of the School Certificate. Only the *school-based* Year 10 allows you to get a School Certificate.

If you choose one of the non-school alternatives to completing Year 10 at school you are not guaranteed entry to Year 11 at a school.

You may be given probationary entry to Year 11 by the Principal. However, you might be required to undertake Year 10 schooling or an alternative program.

The \$ Impacts

The Raised School Leaving Age in NSW is part of a national standard approach to schooling.

As part of that national approach, the Australian Government has adapted Youth Allowance requirements to reflect the new nationally-agreed school completion and leaving ages.

Centrelink can provide more details on implications for your family.