

## School Based Pre Apprenticeship Fact Sheet

### About:

MPA Skills offers a Pre-Apprenticeship for those still attending school and want to participate in the program during Year 11 and Year 12. The Certificate II qualification counts towards a student's final results at school including the work placement component.

### The two School Based Pre Apprenticeships on offer are:

- **52700WA Certificate II in Plumbing**  
- Plumbing Pre Apprenticeship
- **52824WA Certificate II in Building Construction (Pathway – Trades)**  
- Painting Pre Apprenticeship

### Work Placement:

MPA Skills will direct you in securing your work experience placement, which forms part of the 'job hunting' training each student receives. Work Placement for a one year School Based Pre Apprenticeship is 125hrs, each student must complete a Work Placement Log Book showing they completed tasks. Log Book supplied by MPA Skills on day one of the program.

Additional days may be available for work experience subject to school approval

### Completion:

Once a student has successfully completed the Pre- Apprenticeship including Work placement they will be issued with a Certificate II and a Record of Results outlining the units achieved. Students who secure employment and sign up as an Apprentice will be credited the relevant units achieved through the Pre Apprenticeship program.

### Cost:

Secondary School aged students undertaking pre apprenticeships in schools as part of their secondary education are exempt from tuition, resource and enrolment fees. The Pre Apprenticeship is fully funded by The Department of Training and Workforce Development (Jobs & Skills WA).

However, students may need to purchase tools, stationery & work clothing. Students attending John Forrest Secondary College and St Norbert College may be charged a fee to us their Trade Training Centre. Please contact the school directly with queries about the fees.

### Course locations:

#### Plumbing Pre App

- MPA Jandakot Campus- 7 Chullora Bend, Jandakot (Thursdays)
- St Norbert College - 135 Treasure Road, Queens Park (Thursdays)
- MPA Skills Maylands – 108 Caledonian Ave, Maylands (Friday)
- John Forrest Secondary College – 180 Drake Street, Morley (Friday)

#### Painting Pre app

- John Forrest Secondary College – 108 Caledonian Ave, Maylands (Friday)
- MPA Skills Maylands – 108 Caledonian Ave, Maylands (Friday)

## Stationery Requirements

The following Stationery List is required to be brought to class on the first day.

Plumbing Stationery Requirements	
4 way BIC biro (red, green, blue and black)	Lead pencils
Scale rule (1:1, 1:5, 1:10, 1:20, 1:50, 1:100, 1:200, 1:500)	Calculator (basic)
High Lighter	Correction pen
Protractor	A4 ruled pad or notebook
Eraser	Compass

Painting Stationery Requirements	
Pens 2 x Black	Lead pencils 1 x 2H & 1 x HB
Scale rule 1:100	Calculator (basic)
High Lighter	Correction pen
Eraser	A4 ruled pad
1mm Permanent Marker (Black)	Pencil sharpener
Pencil Case	Pocket Notebook

## Protective Clothing and PPE Required:

The following mandatory Protective Clothing & PPE List is required to be provided by **YOU** and brought to all classes and work experience. It is a good idea to label your equipment.

Both Plumbing & Painting Pre Apps require:	
<ul style="list-style-type: none"> <li>Steel capped work boots (AS/NZS 2210) - in good condition</li> <li>Wide brimmed hat for warm weather</li> </ul> <p><b>Suggested retailers for uniforms-</b></p> <ul style="list-style-type: none"> <li>Best &amp; Less</li> <li>Lowe's</li> <li>Kmart</li> <li>Target</li> <li>Work Clobber</li> </ul>	
Plumbing Clothing	Painting Clothing
<ul style="list-style-type: none"> <li>Trade quality long sleeve shirt (100% cotton drill approx 190gsm) (Hi-Vis)</li> <li>Trade quality long pants (100% cotton drill approx 310gsm) <b>(Blue)</b></li> </ul>	<ul style="list-style-type: none"> <li>Trade quality <b>white</b> Polo or T-Shirt</li> <li>Trade quality <b>white</b> long pants (100% cotton drill approx 310gsm)</li> </ul>

## Workshop and Classroom Housekeeping is your responsibility.

- Safety Glasses and Gloves to be worn in the workshop (Provided by MPA Skills)
- All long hair to be contained and/or tied back at all times
- Due to the requirement to undertake 'hot works' whilst working in the workshops, you are required to wear trade quality 100% cotton drill long sleeve shirt & long pants as outlined in Required Protective Clothing & PPE
- Students wearing unacceptable attire such as uncovered footwear, board shorts, singlets, T Shirts and /or displaying offensive logos or language will not be allowed in any class.

## Privacy Notice

Under the *Data Provision Requirements 2012*, **MPA Skills** is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form), may be used or disclosed by **MPA Skills** for statistical, administrative, regulatory and research purposes. **MPA Skills** may disclose your personal information for these purposes to:

- Commonwealth and State or Territory government departments and authorised agencies; and
- NCVER.

Personal information that has been disclosed to NCVER may be used or disclosed by NCVER for the following purposes:

- populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys and data linkage;
- pre-populating RTO student enrolment forms;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- Administering VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).

## Programs which may be on offer for 2020 based on 2019 Courses *(funding not confirmed as yet)*

\*\*Please note that funding is not guaranteed for these courses. Once our funding is guaranteed we can confirm you have been successful in gaining a place. We are usually notified of our funding by December 2019.