

Parent/guardian responsibilities

Apprentices and trainees who are under the age of 18 and who are under the care of a parent or legal guardian at the time of signing the training contract must include the parent/guardian's details and signature on the contract.

Information to get you started

What is it?

Where a parent/guardian is a party to the training contract, the parent/guardian must ensure that the apprentice or trainee upholds all the responsibilities of the training contract, while the apprentice or trainee is under 18 years of age.

[Responsibilities of apprentices and trainees](#) are outlined in a separate information sheet.

Obligations of the parent/guardian

The parent/guardian rights and responsibilities extend to most of the activities that affect the training contract. These activities include:

- amendment of the probationary period
- cancellation;
- temporary stand down and temporary assignment;
- amendment of the training contract; and
- amendment of a school-based apprenticeship or traineeship
- participation in the negotiation of the Education, Training & Employment Schedule (ETES) where the apprentice or trainee is school-based.

As a party to the training contract, the parent/guardian should receive copies of all correspondence sent by the Department of Education and Training (DET) to the employer or the apprentice or trainee.

DET may provide the parent/guardian, listed on the training contract, with any information contained in the training contract, unless the apprentice or trainee has formally, in writing, advised DET that they do not wish for this information to be disclosed to the parent/guardian.

Parent/guardian is also the employer

Employers, who are also the parent or legal guardian of the apprentice or trainee, may sign the training contract as both the employer and parent/guardian.

Timeframe

The parent/guardian automatically ceases to be a legal party to the training contract once the apprentice or trainee turns 18 years of age.

Who to contact?

For further information, contact Apprenticeships Info on 1800 210 210.

Associated procedure:

- [Parent/guardian requirements](#)