

## Attachment: S573-2010 Additional Information

- For students aged **15 years and over**, any work experience arrangement made prior to 31 December 2010 using the current Ministerial Order 56 – Work Experience Arrangement Form for placements to be undertaken prior to and including 30 December 2011, will not be affected.
- For students aged **under 15 years**:
  - any work experience arrangement made prior to 31 December 2010 for placements to be undertaken prior to and including 30 December 2011 must be made using the current Ministerial Order 56 - Work Experience Arrangement Form.
  - any work experience arrangement made on or after 31 December 2010, must be made using the new Ministerial Order 382 – Work Experience Arrangement Form. In addition, the following applies:
  - If an employer/supervisor has a Victoria Police Check for the purposes of employing/supervising a work experience student and:
    - (a) it was assessed by Workforce Victoria against a Permit in force prior to 31/12/2010; and
    - (b) it is still valid;an employer/supervisor can continue to use the Victoria Police Check for work experience purposes for 12 months from the date the check was issued. The employer/supervisor must update their Victoria Police Check with a statutory declaration on a monthly basis whenever they employ/supervise a work experience student, until the expiry of the Police Check.
  - If an employer/supervisor does not have a Victoria Police Check, the employer must comply with the obligations under Ministerial Order 382. In accordance with Ministerial Order 382 employers of work experience students under 15 years will be required to obtain a Child Employment Permit and ensure that all supervisors of these students hold a valid Working with Children Check card.