



STATEWIDE GROUP TRAINING (SA) INC

**ROTATION POLICY**

**PURPOSE:**

Statewide Group Training (SA) Inc (SGT) is committed to ensure that Management provide the best Group Training Company in Australia with maintaining quality and integrity as priority within the organisation.

**SCOPE:**

This policy applies to:

- Board Members
- All staff, including: Managers, Field Officers, Administrative Officers; full time, part time, casual, temporary or permanent staff; apprentices and trainees, contractors, sub contractors, and work experience personnel.
- how SGT provides services to clients.
- on site, off site or after hours work; work related social functions; conferences – wherever and whenever staff may be as a result of their SGT duties

**POLICY:**

It is the policy of Statewide Group Training (SA) Inc to provide clients with an approved Rotation System.

**GROUP TRAINING**

Group Training is an employment and training arrangement whereby SGT employs apprentices and trainees under an approved Training Contract and places them with host employers. SGT undertakes the employer responsibilities for the quality and continuity of the apprentices and trainees employment and training.

Where possible placements will be for the term of the contract, it however may be necessary to rotate apprentices and trainees across host employers to ensure continuity of the Training Contract and enhance the quality and breadth of the training experience. In these instances Apprentices/Trainees may be required to attend Trade school, use Annual Leave or be Suspended whilst waiting for an appropriate placement. Every effort will be made to avoid contract suspensions.

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APPROVED: KYM ANDERSON

DESIGNATION: CHIEF EXECUTIVE OFFICER

APPROVAL  
SIGNATURE:

DATE: 8<sup>TH</sup> MAY 2024