

Who is this guide for?

Are you involved in providing children with vocational education and training (VET; also known as vocational learning)? Then this guide will help you understand the requirements for holding a Registration to Work with Vulnerable People (RWVP) in Tasmania.

When is RWVP required?

RWVP is required if you have contact with children and are providing VET specifically for children, only to children, or mainly to children. A child is someone under 18 years of age.

This means you must hold a RWVP if you are a worker, volunteer, contractor or subcontractor, or any other person of an organisation in a role that provides VET to children. You must be 16 years of age or older to apply for RWVP.

These organisations include:

- registered training organisations (RTOs)
- group training organisations (GTOs)
- employers of apprentices and trainees
- organisations hosting work-based placements

where a training contract is in place. See 'Definitions and laws' at the end of this guide for details.

When is RWVP not required?

RWVP is not required:

- if you are only supervising work experience/work placements for children who are not under training contracts. However, if your organisation delivers a regulated activity (such as a childcare service), then RWVP is required
- if you provide VET only or mainly to adults.

Exemptions

You may not need RWVP if you qualify for an exemption. However, your employer can still ask you to hold a RWVP even if you are exempt.

Find more information about exemptions at cbos.tas.gov.au/topics/licensing-and-registration/work-with-vulnerable-people

Quick reference RWVP requirements:

- ▶ Do you have contact with children (under 18 years of age) in a training contract as part of your role?
- ▶ Are you directly responsible for supervising, assessing or arranging VET delivered to children?
- ▶ Is the VET you supervise, assess or arrange provided specifically, only, or mainly to children?

If you answered yes to all these questions, you are likely to require a RWVP.

Apply for a RWVP at cbos.tas.gov.au/topics/licensing-and-registration/work-with-vulnerable-people

Employers must ensure that their workers and volunteers who engage in regulated activities hold a RWVP.

Employers can check the status of a worker or volunteer's RWVP and learn more about their legal obligations at cbos.tas.gov.au/topics/licensing-and-registration/work-with-vulnerable-people

Examples

Example 1

Alex is the HR manager at a large construction company, which is a host employer to four apprentices. Three of them are under 18 years of age. Alex supervises all the apprentices.



Alex must hold a RWVP because he is working mainly with children and their activities are delivered under a training contract.

Example 2

Sarah is an assessor working for an RTO. She meets mainly with school children to assess school-based apprentices in years 10 and 12; she also does some work with adult apprentices.



Sarah must hold a RWVP because she mainly provides a service to children.

Example 3

Jamila runs a child care centre. She is a host employer to Lena, a 17 year old studying child care (under a training contract) who interacts with the children at the centre.



Both Jamila and Lena must hold a RWVP because they are providing child care services.

Example 4

Praneet is a plumbing contractor. He employs and supervises two apprentices, both under 18 years of age, under a training contract.



Praneet must hold a RWVP because he is working with children and their activities are delivered under a training contract.

Praneet employs two licensed adult plumbers. These workers do not require a RWVP, because even though they are working alongside the younger apprentices, they are not supervising them, as Praneet is.

Example 5

Brittney is the office manager at a large hairdressing salon. She is supervising Amina, a 17 year old school student doing work experience for two weeks. This is not under a training contract.



Brittney does not require a RWVP to supervise Amina on her work experience placement, because Amina is not under a training contract, and Brittney is not working within a RWVP regulated activity.



Definitions and laws

Regulated activities

A regulated activity is an activity or service listed in the Registration to Work with Vulnerable People Regulations 2024. Regulated activities cover activities, services or settings where people are most likely to work or volunteer with children.

Anyone who is 16 years of age or older, who is engaged in a regulated activity, and who has contact with children as a normal part of their work must hold a RWVP. This ensures that anyone working or volunteering with children undergoes a background check, and is continuously monitored throughout their registration for any conduct that suggests they pose a risk to children.

See the *Registration to Work with Vulnerable People Act 2013* and the Registration to Work with Vulnerable People Regulations 2024 at cbos.tas.gov.au/topics/resources-tools/legislation

Child education service, including VET

A child education service (VET and workforce development) is a regulated activity under the Registration to Work with Vulnerable People Regulations 2024.

If services are delivered specifically for children, only to children, or mainly to children, RWVP is required for people working or volunteering in these areas:

- **VET delivered under NVR (National Vocational Education and Training Regulator) registered training organisations:** The *National Vocational Education and Training Regulator Act 2011* regulates Registered Training Organisations (RTOs) in Australia. Find out if an organisation is NVR registered at training.gov.au
- **VET consistent with the *Training and Workforce Development Act 2013*:** This Act establishes a system of training and workforce development which includes VET, including Tasmania's traineeship and apprenticeship system. This system includes:
 - group training organisations (a person or organisation whose business includes employing trainees or apprentices, or both, under training contracts and placing those trainees or apprentices with host employers)
 - host employers (an employer that, under a written agreement with a group training organisation, trains trainees or apprentices, or both, employed by that group training organisation under a training contract entered into by that group training organisation)
 - employers (an employer that, under a written training agreement directly with children, trains trainees or apprentices)
 - vocational placements (a placement that provides paid or unpaid employment at a workplace as part of training leading to a qualification).

TasTAFE is covered under a different regulation of the Registration to Work with Vulnerable People Regulations 2024.

See the *Training and Workforce Development Act 2013* at cbos.tas.gov.au/topics/resources-tools/legislation