

PRINCIPAL TRAINING SCHEME FOR BUILDING CADETS

A.1 Introduction

A.1.1 The building cadet in his training should be given as varied a practical experience as possible in all aspects of the building industry covered by his academic studies.

A.1.2 The academic studies to be undertaken by the building cadet will lead to the examinations for the New Zealand Certificate in Building, as prescribed by the Technicians Certification Authority of New Zealand.

A.1.3 Provided that by mutual consent of the parties to a contract of building cadetship, and subject to the approval of the Council and to the requirements of the Technicians Certification Authority of New Zealand, the contract may be varied to permit a building cadet who has passed the third-year examinations for the New Zealand Certificate in Building, to change to the course for the New Zealand Certificate in Draughting (Architectural) or the New Zealand Certificate in Quantity Surveying during the term of his contract.

A.2 Academic Instruction

A.2.1 The New Zealand Certificate in Building may be taken at technical institutes, including the Technical Correspondence Institute, or in other teaching institutions approved for the purpose by the Technicians Certification Authority of New Zealand and listed in its handbook.

A.3 Practical Training

A.3.1 The practical training of building cadets, which is to be related to the syllabus of the New Zealand Certificate in Building, must include the following:

- Fundamental trade knowledge and the use of tools;
- Office administration;
- Contracts, including the legal aspects, conditions of contract, tender procedure, contract analysis, and contract administration;
- Job costing and estimating;
- Schedules of quantities;
- Site administration, including control of labour and industrial relations and control of sub-contractors;
- Legal aspects of building, including workers' compensation, the Construction Regulations, etc.;
- Building accounting procedure;
- Ordering, supply, and control of materials;
- Accident prevention;
- Public relations, including suppliers, clients, and the professions;
- Knowledge of machinery and equipment used in the building industry; and
- Control of labour and industrial relations.

A.4 Transfer to Supplement Training

A.4.1 Where the Council considers it necessary to enable a building cadet to acquire proper practical training, it may, on the application of any party to the contract, approve the transfer of the cadet for a limited period to another employer in order to supplement the training of the building cadet.

A.5 Minimum Age

A.5.1 The minimum age at which a person may enter into a building cadetship shall be 16 years.

A.6 Prerequisite Education

A.6.1 It shall be necessary for a person desiring to become a building cadet to produce satisfactory evidence that he has obtained a pass in English and mathematics at School Certificate level, or to produce evidence to the Technicians Certification Authority of New Zealand of his eligibility for enrolment as a student.

A.7 Contracts to be Registered

A.7.1 All contracts and any alterations or variations thereto entered into between an employer and a building cadet shall be approved by the Council.

A.7.2 Copies of all contracts and any alterations or variations thereto approved by the Council shall be lodged with the Secretary of the Council.

A.7.3 Before registration the Council shall satisfy itself that the document submitted is in accordance with the Act, this scheme, and any determination of conditions of employment in the industry.

A.7.4 Contracts shall be in the form annexed hereto as Appendix I.

A.8 Term of Cadetship

A.8.1 The term of cadetship shall be for 5 years from the date of commencing employment as a building cadet.

A.9 Period of Probation

A.9.1 The period of probation shall be 6 months from the date of commencing employment as a building cadet.

A.9.2 The employer shall be responsible for notifying the Council if the contract of cadetship is terminated by either party during the probationary period.

A.10 Termination of Contract

A.10.1 Upon completion of the probationary period, a contract of building cadetship shall be terminated during its term only with the consent of the Council, and providing the Council is satisfied that such termination is in the best interests of both parties to the contract.

A.10.2 Where the employer of any building cadet for any reason ceases to be engaged in the industry and the building cadet is thereby deprived of the employment he was otherwise entitled to under his contract of building cadetship, the Council may order payment to the cadet of an amount up to but not exceeding 3 months wages in respect of any period intervening between the time when the building cadet was deprived of his employment and the time when he obtains other employment as a building cadet.

A.10.3 A contract of building cadetship may be terminated by mutual consent at any time during its currency.

A.11 Suspension and Discharge

A.11.1 Where a building cadet so misconducts himself or proves himself so incapable that if he were an employee other than a building cadet it would be reasonable for his employer to discharge him, the employer may immediately suspend him and apply to the Council for leave to discharge him.

A.11.2 Every such application shall be made to the Council within five working days after the building cadet is suspended, and, subject to the decision of Council, the employer may withhold any wages accruing due to the building cadet during the period of suspension.

A.11.3 The Council shall consider the application, after giving the employer, the building cadet, and his parent or guardian (if any) an opportunity to be heard, and may grant or refuse leave to discharge the building cadet.

A.11.4 Where leave is granted the employer to discharge the cadet, such discharge shall be as from the date of his suspension and the contract of building cadetship shall be deemed to be cancelled.

A.11.5 Where leave to discharge the building cadet is refused by the Council, the Council may make such order as it thinks fit with respect to payment of wages to the building cadet during the period of his suspension and if no such order is made the employer shall pay to the building cadet all wages that would have been payable to him had he not been suspended.

A.12 Certificate of Service

A.12.1 Upon the termination of the contract for any reason, including its due completion, the employer shall issue a certificate of service to the cadet. The certificate shall be in a form approved by the Council, and there may be different kinds of forms of certificate according to the circumstances under which the contract is terminated.

A.13 Classes of Building Cadets

A.13.1.1 Building Cadets who are full-time students as defined herein shall be known as "Class A building cadets" for the purpose of computing wages.

A.13.1.2 Building cadets who are part-time students as defined herein shall be known as "Class B building cadets" for the purpose of computing wages.

A.13.2.1 A full-time student is a building cadet who during the first and/or second year of his contract attends a technical institute full time during normal school hours and who is otherwise employed by his employer during normal school holidays; and who during the third and fourth year of his contract is employed full time by the employer, subject to release for a minimum of 6 hours per week during normal working hours to attend technical classes and/or complete assignments provided by a Technical Correspondence Institute course.

During the fifth year of his contract the building cadet will be employed full time by the employer. During the fourth and fifth year of his contract a building cadet who has completed his New Zealand Certificate in his third year will be employed full time by the employer.

A.13.2.2 A part-time student is a building cadet who during the term of his contract is employed full time by the employer, subject to release for a minimum of 6 hours per week during normal working hours to attend technical classes and/or complete assignments provided by a Technical Correspondence Institute course.

A.13.3 Time spent by building cadets in technical education as provided for in subclauses 13.2.1 and 13.2.2 of this clause shall be counted as ordinary hours of work and as time served.

A.13.4 The Council may, in lieu of release for a minimum of 6 hours a week, approve the attendance by the building cadet at a block training course.