



Course Overview and Pre-Enrolment Information - Prepare to work Safely in the Construction Industry -

COURSE OVERVIEW

This course is a requirement for those working within the construction industry. This course is designed to give persons working in the construction industry a basic overview of legislation, hazards, communication pathways and incident response activities. It has been designed so that all persons working within the industry have a basic underpinning knowledge of the above mentioned.

QUALIFICATION INFORMATION

Upon successful completion of this course, participants will be awarded with the following:

CPCCWHS1001 – Prepare to Work Safely in the construction industry.

This unit is nationally recognized and has been taken from the CPC – Construction, Plumbing and Services Training Package.

COURSE REQUIREMENTS

One Unit Of Competency is required to complete this course

Unit Code	Unit Title
CPCCWHS1001	Prepare to work safely in the construction industry

VOCATIONAL OUTCOMES

Upon successful completion of this course, participants will be able to consider the following job roles:

- Laborer
- Apprenticeships within the construction industry.

This Unit is appropriate for those:

- Carrying out construction work, including site managers, supervisors, surveyors, labourers and trades persons.
- Who access operational construction zones unaccompanied or not directly supervised by an inducted person, and
- Whose employment causes them to routinely enter operational construction zones.



DELIVERY

This Course is open to the public and is delivered at our purpose built facility over a six (6) hour period. This course is conducted fortnightly on a Tuesday. Participants will be facilitated in a number of ways including both practical and theory activities. Face to Face training will be under the guidance of one of our qualified and experienced trainers who hold the relevant and up to date qualifications and Vocational Education. Morning tea/coffee and lunch are provided when conducted at TTA.

PRE-REQUISITES

This course has no pre-requisites.

ENTRY REQUIREMENTS

Participants are required to bring with them 100 points of Identification and must be at least 14 years of age. A list of acceptable Evidence is listed on page four (4). Payment required prior to attending this course.

LEARNING PATHWAYS

This competency forms part of CPC – Construction, Plumbing and Services Training Package.

Further information can be found by visiting www.cpsisc.com.au

General Induction to Construction Card training is required for persons who undertake work tasks within any of the sectors within the construction industry.

RECOGNITION OF PRIOR LEARNING / RECOGNITION OF CURRENT COMPETENCY

Due the short nature of this course, RPL is not offered.

FEES, CHARGES AND REFUNDS

Thurgoona Training Academy does require payment prior to attending this course. If payment is not received by TTA 48 hours prior to the commencement of the course, your position on the course may not be available. Cancellation received 48 hours prior to the course will be subject to a 15% administration fee and a non attendance without notification will be subject to 50% of the course fee.

STUDENT INFORMATION

If you require special assistance, including language literacy, and numeracy please notify us and support services can be arranged. Students that require any special dietary requirements should contact the Academy prior to commencement of course so alternative arrangements can be made. Students will be supplied with the 'Student Handbook' at the commencement of training. This handbook provides students with accredited training guidelines. All students have the right to lodge an appeal or complaint in regard to the outcome of this unit. For further information please request a copy of our appeals & complaints procedure via administration. For further information visit our website at: www.thurgoonatraining.com.au



HOW TO APPLY

Complete the attached “Confirmation / Booking form for Attending a Course” and return it to:

Postal address: 4 Bennett Road, Thurgoona NSW 2640
 Academy: 137 Williams Road, Thurgoona NSW 2640
 Fax: + 61 (02) 6043 3258
 Email: office@thurgoonatraining.com.au

Participants are required to bring with them their USI number. Should you not already have your USI please apply for one at www.usi.gov.au

COURSE TIMES

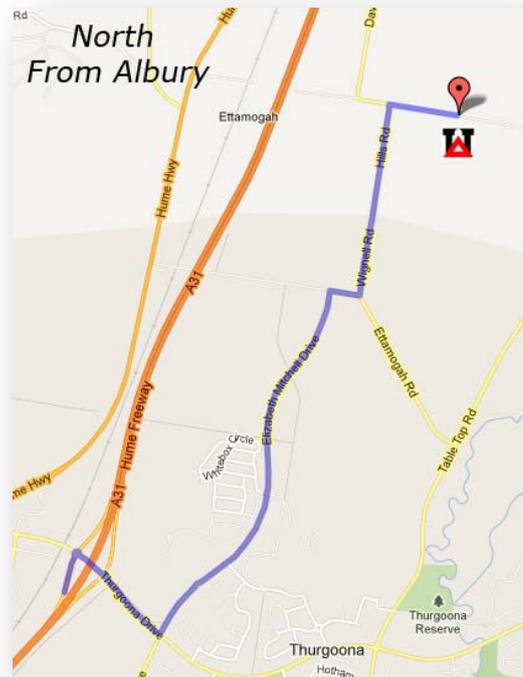
Courses conducted at Thurgoona Training Academy commence at **8.30am** and conclude at approximately **3.30pm** unless specified otherwise. Participants are asked to ensure they arrive ten (10) minutes prior to commencement of the course.

COURSE FEES

The fee for this course is available upon request. This price does not attract GST. Please note that we do not have Eftpos facilities. Payment options are direct deposit or cash.

FURTHER INFORMATION

For more information regarding this or any other course please contact our office. Our office is attended weekdays between the hours of 8am and 5.30pm. Our scope of registration can be found at www.training.gov.au





PLEASE ENSURE ALL COURSE PARTICIPANTS RECEIVE THIS PAGE

All participants are to provide a 100 points Evidence of Identity on the day of training, and will not be permitted to proceed with training unless this is supplied.

EVIDENCE OF IDENTITY

INFORMATION SHEET FOR EMPLOYERS AND COURSE PARTICIPANTS

On 1 September 2009 WorkCover revised the evidence of identity (EOI) requirements for participants attending general induction training under the *National Code of Practice for Induction for Construction Work* (National Code) in NSW. These changes supersede the EOI requirements that were introduced on 1 July 2008.

This information sheet is designed to assist course participants in meeting the requirements and in completing the new EOI form for Registered Training Organisations (RTO) approved by WorkCover prior to delivering general induction training or undertaking assessment for RPL.

Effective 1 September 2009 participants attending general induction training or being assessed for RPL are required to provide 100 points EOI to a WorkCover approved Registered Training Organisation's delegate (Nominated Trainer) prior to the training being conducted. The EOI presented will be recorded on the WorkCover Evidence of Identity form (CIC-EOI1).

The acceptable documents are listed in the table below and contain both primary and secondary documents. You can provide only one (1) primary document with secondary documents to form 100 points.

Alternatively, you can provide a combination of secondary documents to form 100 points. The combination of documents must contain a date of birth, current residential address, photograph and signature.

Please Bring Original Evidence of Identity Documents with you.

Certified Copies Will Not Be Accepted.



The table below outlines the acceptable evidence of identity and points value allocated.

EVIDENCE OF IDENTITY (EOI) TABLE		
Document Type	Document	Points
Primary Documents <i>Only use ONE primary document.</i>	Australian Birth Certificate or Birth Card issued by the Registrar of Births, Deaths and Marriages (minimum age 14 years)	70
	Passport (Australian/International) that is current, or expired within the last 2 years but not cancelled	70
	Australian Citizenship Certificate	70
Secondary documents		
<i>Allowed to use a combination of secondary documents.</i> <i>If you want to use credit and savings account cards, these must be from different banks.</i> <i>If you want to use more than one utility bill, they must be from different utilities.</i>	Current Australian Driver's Licence	40
	Current Australian Learner Driver's Licence	40
	Current Australian Boat Operator's Photo Licence	40
	Current NSW Firearm's Licence	40
	Current Australian issued NCOC Photo Licence (post 2006) or High Risk Work Licence	40
	Current Australian State or Territory Proof of Age/Photo Card (eg NSW RTA issued)	40
	Australian Defence or Police photo identification card	40
	Department of Veterans Affairs card	25
	Centrelink card	25
	Property (council) rates notice	25
	Property lease agreement	25
	A Utility bill (eg water, electricity, gas)	25
	Telephone account	25
	Credit cards/savings accounts cards/bank statements	25
	Medicare card	25
Motor vehicle registration or insurance documents	25	

It is important that if you do not possess 100 points EOI, or meet the criteria listed under the special provisions (see note), that you may not be eligible to attend the training without prior approval from WorkCover. Please discuss with the WorkCover approved RTOs prior to enrolling or attending the training.

Note: WorkCover NSW EOI requirements have been extended to include Special Provisions for the following groups:

- School Students
- Correctional Centres
- Aboriginal & Torres Straight Islanders
- Overseas Persons recently arrived in Australia (less than 6 weeks)

Please contact our office on (02) 60431306 if you require further information on Special Provisions.