

## Safe Use of Machinery in Technology (For Secondary School Teachers – Onsite)

Course Code 21820VIC

**Duration:** 32 hours (4 Days)

### Program Purpose

This course is confined to instructions in the safe use of operating machinery in a technology teaching environment in schools. This course is **not** intended:

- to provide instruction in exercising duty of care and adequate supervision of students in schools; and
- to be used as a means to vocationally qualify teachers/instructors to deliver qualifications or units for VET in School programs.

### Learning Outcomes

The outcome of this course is to provide technology teachers working with wood and metals working machinery with the skills in:

- applying principles of OH&S legislation and requirements relevant to machines commonly used by students and teachers in technology
- safely operating items of machinery commonly used by students and teachers
- identifying, assessing and controlling hazards when working with machines commonly used by students and teachers
- safely managing machines in a school setting
- providing first level maintenance for machines commonly used by teachers and students
- transferring safe operating principles to a range of machines
- ensuring that protective items, such as guards, clothing etc, are used in accordance with requirements

### Pre Requisites

Potential participants in this course should be teachers who are registered with or have permission to teach from the Victorian Institute of Teaching, or students who are enrolled in an approved course in education and who can demonstrate the ability to operate wood and metal working machinery used in technology teaching.

<b>Cost:</b>	<b>Melbourne area</b>	Day 1	\$220.00
		Day 2 & 3	\$600.00
		Day 4	\$300.00
		<b>Country area</b>	\$1350.00

A charge will be made for pre-course site visits for onsite programs.

## 2011 Program Dates

### Onsite at various locations

Group 1		Group 2		Group 3		Group 4		Group 5		Group 6	
Tue	1 Mar	Tue	29 Mar	Tue	3 May	Tue	7 Jun	Tue	26 Jul	Tue	23 Aug
Wed	2 Mar	Wed	30 Mar	Wed	4 May	Wed	8 Jun	Wed	27 Jul	Wed	24 Aug
Thu	3 Mar	Thu	31 Mar	Thu	5 Mar	Thu	9 Jun	Thu	28 Jul	Thu	25 Aug
Fri	4 Mar	Fri	1 Apr	Fri	6 Mar	Fri	10 Jun	Fri	29 Jul	Fri	26 Aug
Group 7		Group 8		Group 9		Group 10					
Tue	20 Sep	Tue	18 Oct	Tue	15 Nov	Tue	6 Dec				
Wed	21 Sep	Wed	19 Oct	Wed	16 Nov	Wed	7 Dec				
Thu	22 Sep	Thu	20 Oct	Thu	17 Nov	Thu	8 Dec				
Fri	23 Sep	Fri	21 Oct	Fri	18 Nov	Fri	9 Dec				

### Contact

Holmesglen Safety

PO Box 42, Holmesglen VIC, 3148

T. 03 9564 6287

F. 03 9564 6288

E. [safety@holmesglen.edu.au](mailto:safety@holmesglen.edu.au)

### Booking

Please enrol online by accessing our website on [www.hit.holmesglen.edu.au/eform](http://www.hit.holmesglen.edu.au/eform).

When completed please take a note of the e-Number and put it in the place provided near the top of the booking form, before forwarding it to us.

### Cancellation / Transfer Policy

A \$75 non refundable fee will be charged when attendance at a program is transferred and/or cancelled less than 3 days before the program commences.

A \$300 non refundable fee will be charged when a customised company specific program to be conducted at your workplace is cancelled less than 5 working days before the program is due to commence.

Refunds will not be provided for non attendance at a program without notice.

Publicly available programs may be cancelled when minimum participant numbers are not reached. Holmesglen will notify participants by telephone or email no later than 3 working days before the program is due to commence – a full refund will be given.