



White Card

CPCCWHS1001 Prepare to work safely in the construction industry

Course Duration: 6 Hours

Venue: **OnRoad OffRoad Training Complex**
24 Jackson Street, Glenorchy TAS 7010

Investment: * \$120.00

ENTRY REQUIREMENTS

Participants must provide identification at that the start of the course. At the successful completion of the course, you will need to go to a Service Tasmania outlet and apply for your White Card.

PURPOSE:

This course provides building and construction industry workers with an introductory understanding and knowledge needed to commence or continue work in the building and construction industry.

WHAT WILL YOU GAIN?

You will gain an understanding of:

- Appropriate legislative requirements and responsibilities
- Basic concepts of workplace health and safety plans and work method statements
- Physical building and construction hazards
- Basic risk management concepts including hazard identification, assessment of risk, control of risk and evaluation of control measures
- The hierarchy of controls (eliminate, substitute, redesign, isolate, administrate and use of personal protective equipment (PPE)
- Emergency procedures.

TRAINING

The Training will be delivered by an experienced and qualified trainer, face to face.

The training follows a specifically prepared course session plan and utilises materials such as participant guides, power point presentations and practical tasks.

ASSESSMENT

Assessments will be conducted using a theory and practical assessment tool.

The assessor will inform you of each of the assessments prior to them being conducted.



WHAT WILL I RECEIVE?

On successful completion of the program you will receive a Statement of Attainment for CPCWHS1001 Prepare to work safely in the construction industry.

This program is nationally recognised.

RECOGNITION OF PRIOR LEARNING

An interview will be conducted with a trainer and assessor. Questions will be asked so you can demonstrate your level of competence.

You will need to supply evidence of experience in working in the construction industry.

If gaps are identified, training will be conducted before undertaking assessment for these gaps.

TERMS AND CONDITIONS

Payment of Fees/Refunds: What if you Cancel/Transfer, What if we Cancel/Transfer?

Payment of Fees

Fees are required to be paid prior to the commencement of courses as per our Fees and Refund Policy. A deposit of 50% of the course fee is payable at time of enrolment with the balance payable prior to the commencement of the course.

Our Cancellation/Transfer

Whilst we always endeavor to run scheduled courses we reserve the right to cancel or defer a course.

- In the event of occurring cancellation all fees can be refunded or you may elect to transfer to a course that will run at a later date.
- ***Your Cancellation/Transfer***
- If you are unable to attend a course, you may elect to re-schedule for that course, but only within 14 days of the original course date.
- We will only allow two (2) such transfers before an administration fee equivalent to 50% of the course fee value will be charged.
- If you cancel more than seven days prior to the course you may request to have any monies paid refunded in full or you may elect to be transferred to an alternative course with an administration fee adjustment.
- If you cancel less than seven days prior to the course you will be charged a 50% (course fee) cancellation fee.
- Should you not attend training/assessment a 100% cancellation fee, or loss of deposit, will apply.



Refunds

All applications for refund must be made in writing using the Refund Request Form. This form will then be provided to the Training Manager, or their delegate who will consider the request in line with the RTO's policy and procedure.

You will need to attach supporting evidence (e.g. Doctor's Certificate / hardship) as is deemed appropriate with the written request.

PRE-ENROLMENT INFORMATION

For pre-enrolment information please request a copy of the Onroad Offroad Training Student Handbook for information concerning training and assessment processes, access and equity matters, recognition of prior learning, LLN issues, responsibility of students, certificates and qualifications, government funding subsidies, appeal processes and confidentiality of student information.

**For further information and course dates, please contact
1300 732 377 (8:30 – 5:00 Monday to Friday)**

Document Name and Number:	Version and Date:	Responsible Person:	Purpose and Comments:
White Card Course Information	August 2017/V7	Training Manager	Ensure compliance with Standards for Registered Training Organisations (RTOs) 2015. Standard 4