



EMPLOY ME

TRAINING & EDUCATION

Session Plan

CPCCWHS1001 - Prepare to Work Safely in the Construction Industry

Day:	Day 4
Hours:	8 hours
Session title:	CPCCWHS1001 - Prepare to Work Safely in the Construction Industry
Time:	08:30 - 17:30
Venue:	Unit 1 Paragon Mall, 8 Gladstone Street, Fyshwick ACT 2609
Course:	Prepare to Work Safely in the Construction Industry (White Card)
Unit/s of competency:	CPCCWHS1001 - Prepare to Work Safely in the Construction Industry
Session prepared by:	Timothy Jones-Waterhouse - Group General Manager
Resources/equipment required for delivery:	Overheads (OH), flipcharts (FC), whiteboard (WB), handouts (HO), textbook (Text), pens and notebooks. Work permit, incident record, PPE.
Supporting documents:	SWMS, JSA

Time allocation	Notes/details	Training aids and resources <i>DM (Demo): Demonstration of technique or explanation in training presentation; A (Analysis): Analysis of response to case studies and scenarios; D (Direct): Questioning and answers in class environment; WE (Work evidence): Written understanding, questionnaire/exam or practical assessment.</i>	Activities/group work
8:00 - 8:30 AM	Welcome students back and hand out student booklet.	Student booklet.	Sit, and listen for further instruction.
8:30 - 10:00 AM	Identify health and safety legislative requirements of construction work. <u>Practical Task</u> 1. Basic roles, responsibilities of all stake holders, identified and explained in accordance with the OHS Act and other legislative requirements. 2. Duty of care responsibilities of everyone involved, clearly identified. 3. All construction safe work practices are clearly identified and explained.	DM, D, WE, A.	1.1 - Basic roles, responsibilities and rights of duty holders are identified and explained according to jurisdictional health and safety legislative requirements; 1.2 - Duty of care requirements are identified; 1.3 - Construction safe work practices are identified and explained.
10:00 - 12:45 PM	Identify construction hazards and risk control measures. <u>Practical Task</u> 1. Management principles explained (Basic); 2. Construction hazards clearly identified;	DM, D, WE, A.	2.1 - Basic principles of risk management are identified; 2.2 - Construction hazards are identified and discussed; 2.3 - Purpose and use of PPE are identified and demonstrated; 2.4 - Measures for controlling hazards are identified.

	3. Identify correct PPE and purpose of it and demonstrate the use of it; 4. Identify clearly all measures for controlling hazards.		
12:45 - 1:45 PM	Lunch (or one on one with student).		
1:45 - 2:45 PM	Identify health and safety communication and reporting processes. <u>Practical Task</u> 1. Identify any relevant OHS documents and discuss them; 2. Roles of OHS personnel are clearly identified and explained; 3. Ensure all relevant safety signs, symbols are identified and explained; 4. Explain and demonstrate correct procedures for reporting workplace hazards, incidents, and all work-related injuries.	DM, D, WE, A.	3.1 - Health and safety documents are identified and discussed; 3.2 - Roles of designated health and safety personnel are identified and explained; 3.3 - Safety signs and symbols are identified and explained; 3.4 - Procedures for reporting hazards, incidents and injuries are identified.
2:45 - 3:00 PM	Afternoon break (or one on one with student).		
3:00 - 4:30 PM	Identify incident and emergency response procedures. <u>Practical Task</u> 1. Go through all relevant procedures for responding to, incidents, and responding to emergencies, ensure its clearly explained; 2. Ensure you follow the correct procedures for assessing First Aid;	DM, D, WE, A.	4.1 - Procedures for responding to incidents and emergencies are identified and explained; 4.2 - Procedures for accessing first aid are identified; 4.3 - Types and purpose of fire safety equipment are identified and discussed.

	3. Ensure all types of fire-fighting equipment's and the purpose is clearly identified and thoroughly discussed.		
4:30 - 5:30 PM	Recapping students' expectations and catch up.	DM, D, WE, A.	Allow students adequate time to digest all information and perhaps be reassessed if required.