Work Placements in Construction Student Card

SCHOOL AND PARENT CONTACT INFORMATION
during normal business hours:

Contact Teacher:

Phone Number:

School/EVET Provider:

Out of Business Hours and in case of an Emergency, Parent/Carer Contact Details:

Name:

Relationship to Student:

Phone Number:

IF YOU ARE INJURED IN THE WORKPLACE

• SEEK FIRST AID OR MEDICAL HELP IMMEDIATELY.

• CONTACT BOTH YOUR TEACHER AND YOUR PARENT AS SOON AS POSSIBLE.

• IF YOU SEE A DOCTOR:
  ✓ Use your Medicare Number and ask for a medical certificate.
  ✓ You should not be given a WorkCover NSW certificate of capacity.
  ✓ Remember to tell the doctor that you are not a paid employee and that there will not be a workers compensation claim.
  ✓ Invoices should be issued in your name.

AS SOON AS YOU CAN, WRITE A REPORT OF THE INCIDENT AS YOUR TEACHER WILL NEED TO KNOW THE DETAILS.

Student Name: ________________________

Medicare Number: ____________________

SAFETY & EMERGENCY PROCEDURES
WORK PLACEMENT DETAILS

EMPLOYER DETAILS
NAME OF BUSINESS: ___________________________________
CONTACT NAME: ________________________________________
PHONE NUMBER: _______________________________________
DATES FOR PLACEMENT: _________________________________

SCHOOL/EVET PROVIDER DETAILS
SCHOOL: ______________________________________________
SCHOOL PHONE NUMBER: ______________________________
PRINCIPAL: __________________________________________
EVET Provider (if applicable): ____________________________

PRIOR TO COMMENCING YOUR WORK PLACEMENT YOU MUST:

☐ HOLD A CURRENT CONSTRUCTION INDUCTION CARD
☐ OBTAIN YOUR WORK PLACEMENT READY CERTIFICATE from www.go2workplacement.com AND SHOW YOUR TEACHER

ARE YOU READY FOR YOUR WORK PLACEMENT?
Find out at www.workplacement.nsw.edu.au/go2workplacement

PRIOR TO COMMENCING YOUR WORK PLACEMENT YOU MUST:

DURING YOUR PLACEMENT:

YOU MUST PARTICIPATE IN A WORKSITE INDUCTION ON THE FIRST DAY AND WEAR PERSONAL PROTECTIVE EQUIPMENT INCLUDING HIGH VIS VESTS AND CLOSED IN, LEATHER FOOTWEAR, PREFERABLY WORK BOOTS.
YOU MUST NOT BE ASKED TO WORK IN THE FOLLOWING SITUATIONS:

☒ WHERE ASBESTOS IS PRESENT
☒ WHERE DEMOLITION WORK REQUIRES MORE THAN JUST SIMPLE STRIPPING OF WALLS
☒ IN TUNNELS AND OTHER CONFINED SPACES
☒ AROUND GAS OR ELECTRICAL INSTALLATIONS
☒ WHERE EXCAVATION WORK IS MORE THAN ONE METRE DEEP
☒ WHERE EXPLOSIVES ARE BEING USED
☒ ON STRUCTURES IN MARINE ENVIRONMENTS
☒ ROOFING WORK INCLUDING ROOF CAVITIES
☒ NEAR MOBILE PLANT OR TRAFFIC

SAFETY ADVICE

Concerns about safety at the workplace are legitimate and always need to be addressed.

If you have any safety concerns you must report them to your supervisor immediately and tell your teacher as soon as you can.

All workers have a responsibility to be aware of risk and their own health and safety at all times.

Always ask for information, instruction and training if you are not sure what to do.

Ask if you need personal protective equipment (PPE) and, if so, have someone show you how to use it.

If in doubt at any time contact your supervising teacher.

There may be times when your concerns need to be followed up by your school or EVET provider.