

Plumbing

Apprentice Training Information and Requirements for 2013



White Card – Work Safely in the Construction Industry

White Card – What is it?

Work Safely in the Construction Industry (CPCCOHS1001A) is the unit of competency which has been developed to meet the requirements of the National Code of Practice for Induction for Construction Work.

- From 2010 the unit CPCCOHS1001A “The White Card” is a pre-requisite unit for all apprentices undertaking training in various qualifications.

We offer a range of delivery options including assessment only. Contact your assessor or regional office for further information.

Mandatory Student Requirements

Please read carefully all of the following information: Apprentices and Trainees attending training and assessment at the Skills Institute are required to bring with them the prescribed equipment and work wear.

Learning Requirements

- Ball point pen – red, blue and black and writing pad
- Fine permanent marker
- 2H and 3H drawing pencils
- Soft eraser
- Protractor – 180°
- Scale rule – 1:100, 1:20, 1:50 and 1:500 (on same ruler)
- Calculator – basic functions (mobile phone is not acceptable)

Occupational Health and Safety

Occupational Health and Safety **requires you to provide** the following protective equipment:

- Cotton Drill long sleeved overalls
- **Australian Standards** approved Safety Boots (steel capped)
- Earmuffs or earplugs
- **Australian Standards** approved non-tinted Safety Glasses
- **Australian Standards** approved Hard Hat (complete with wide brim)
- Reflective vest (appropriate reflective work clothing is acceptable)
- Long Leather welding gloves
- Oxy/acetylene welding goggles (flip front)
- Ear Muffs
- Hair restraint. (Long hair needs to be restrained in hazardous situations.)

Failure to comply will result in:

- Being **refused admission** to practical areas until the appropriate equipment/clothing has been obtained.

Mandatory Student Requirements (Cont)

Attendance times for off-the-job training are as follows:

Link Road, Claremont: Monday – Thursday: Start 8am – Finish 4.30pm
Friday: Start 8am – Finish 3.00pm

Campus Regulations

- Mobile phones must be on 'silent' or switched off during any training and assessment.
- Under the Public Health and Safety Act, the Skills Institute is a smoke-free environment.
- Eating and drinking (other than water) is not permitted in the classrooms or workshops.

Fee Payment

Apprentices and Trainees are responsible for organising fee payment.

2013 training fees apply with fees capped at \$1090.00. Please contact your local Administrative office for further information in relation to your fees.

Text books for apprentices are required as listed below. Your assessor will indicate which text books you are required to purchase.

Plumbing Text Books:

Basic Plumbing Services Skills by Pearson Education	\$62.50
Basic Plumbing Services Skills – Water Supply by Pearson Education	\$68.95
HB 39 – 1997 Installation Code for Metal Roofing and Wall Cladding	\$82.62
AS/NZS 5601.1 and 2 Gas Installations	\$307.20
Basic Plumbing Services Skills Gas Services Revised Edition by Pearson Education	\$90.75

Roof Text Books:

Basic Plumbing Services Skills by Pearson Education	\$62.50
HB 39 – 1997 Installation Code for Metal Roofing and Wall Cladding	\$82.62
AS3500 – 2003 Plumbing and Drainage Code (Part 3 Storm Water Drainage)	\$111.95

If your employer is paying your fees:

If your employer is paying your fees, your employer **MUST** complete and sign a Sponsor Form which can be obtained from administration staff or your Portfolio Manager.

If you are paying your fees:

The Skills Institute has an up-front fee payment policy, requiring you to enrol and pay your fees prior to the commencement of any training or assessing.

If you are unable to pay the total amount, you may take advantage of our instalment plan. This involves paying a deposit of 25% of your fees prior to commencing training, then paying the balance in three equal instalments over a three month period.

If fees remain outstanding results may be withheld until the amount owing is paid in full. No Certificates can be issued if you have outstanding fees.

For more details on fees and the refund policy please refer to the Skills Institute website or the Student Information brochure.

Training Today's Workforce
1300 362 175

Oz Help:

The Skills Institute is very excited to be able to announce we will be implementing "Skills for Life" as the model for the provision of support services for students, effective immediately facilitated by OzHelp.

There are three specific parts to the Skills for Life Support: **Counselling / Mentoring / Life Skills Toolbox**

The Life Skills program will be built into training undertaken at TSI.

Counselling: The Skills for Life model is aimed at all trainees and apprentices irrespective of industry background. The model will provide life skills development, personal counselling

Travel and Accommodation

Apprentices are eligible for an accommodation/travel allowance if they live 40 km or further from their training organisation. Claim forms are completed on the first day of training. **Please bring your bank account and BSB number with you, the allowance will be deposited into your account.** For additional information in regard to allowance please refer to: www.skills.tas.gov.au/learners/support

It is the apprentice's responsibility to book his/her own accommodation. Bookings should be made well in advance to ensure that either the Skills Institute Student Residence accommodation or alternative affordable accommodation can be obtained.

STUDENT RESIDENCE ACCOMODATION LOCATION/CONTACT DETAILS

Hobart
4a Bounty Street
WARRANE
Phone: (03) 6244 3611

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