



OnGuard Safety Training

MAKING SENSE OF WORKPLACE SAFETY TRAINING

www.1300BeOnGuard.com

Safe Operating Procedures Units Listed by Module

Metal Technologies (22 units)

Angle Grinder
Buffing Wheel
Disc Grinder
Electric Arc Welder
Guillotine & Bench Shears
LPG Equipment
Magnabend Folder
Metal Bandsaw
Metal Cutting Circular Saw
Metal Turning Lathe
Metalworking Handtools

MIG Welding Machine
Milling Machine
Nibbler
Oxy Acetylene Equipment
Oxy Propane Equipment
Pipe Bender
Plasma Cutter
Power Hacksaw
Shaping Machine
Soft Soldering Equipment
Spot Welder

Wood Technologies (33 units)

Bandsaw
Belt Linisher
Belt Sander
Belt Sander >100mm
Biscuit Joiner
Blade Sharpener
Disc and Belt Sander Combo
Disc Sander
Dowelling Machine
Drop Saw
Electric Planer
Festo Domino Joints
Jointer-Planer
Mortiser Machine
Orbital Sander
Panel Saw
Portable Circular Saw

Radial Arm Saw
Random Orbit Sander
Router
R Router Table - sliding
Router Table – fixed
Scroll Saw
Spindle Moulder
Staple Gun
Table Circular Saw
Trimmer
Vertical Spindle Sander
Wall Saw
Wood Machinery Safety
Wood Thicknesser
Wood Turning Lathe
Woodworking Handtools

Workshop Technologies (16 units)

Battery Drill
Battery Jigsaw
Battery Screwdriver
Bench & Pedestal Drill
Bench & Pedestal Grinder
Compressed Air Equipment
Electric Drill – Portable
Finishing Materials
Fire Prevention (* Workplace Safety Module)
General Machine Safety

General Workshop Safety
Hot Air Gun
Hot Melt Glue Gun
Introduction to Workshop PPE
Jigsaw
Power Tool Safety
Spray Painting Booth
Workplace Safety Signs (* Workplace Safety Module)

Workplace Safety (10 units)

Computing
Fire Prevention
Hazard Identification
Hazardous Substances
Labels and MSDS

Manual Handling
Personal Protective Equipment
Risk Assessment
Workplace Health & Safety
Workplace Safety Signs

Food (12 units)

Bratt Pan
Commercial Deep Fryer
Domestic Appliances
Espresso Machine
Food Preparation Appliances
Food Technology Safety
General Kitchen Safety
Knives - 18cm blades

Knives – Kitchen
Microwave Oven
Ovens
Salamander
Fire Prevention (* Workplace Safety Module)
Workplace Safety Signs (* Workplace Safety Module)

Agriculture (4 units)

Agriculture - General Safety
Hazardous Substances

Machinery and Vehicles
Working Safely with Animals

Textiles (9 units)

Electric Frypan & Hotplate
Electric Iron
Hair Dryer
Hot Air Gun (* Workshop Technologies Module)
Hot Melt Glue Gun (* Workshop Technologies Module)
Industrial Sewing Machine

Overlocker
Rotary Cutter
Sewing Machine
Textile Tools
Textiles Technology
Workplace Safety Signs (* Workplace Safety Module)

Electronics (2 units)

Electronics Safety

Electric Soldering Iron

Plastics (4 units)

Buffing Wheel

Fibreglassing

Heating Ovens

Plastic Strip Heater

Construction (4 units)

Concrete mixer

Jack Hammer

Masonry Saw

Masonry Saw - Portable

Safety in the Construction Industry - CPCCOHS1001A (16 units)

Introduction to CPCCOHS1001A

OH&S Legislative Requirements

Duty of Care

Responsibilities to Comply with Safe Work Practices

Basic Principles of Risk Management

Common Construction Hazards

Controlling Hazards and Risks

OHS Communication Processes, Information and Documentation

The Role of Designated OHS Personnel

Safety Signs and Symbols

Reporting Hazards, Incidents and Injuries

Procedures for Responding to Incidents and Emergencies

Procedures for Accessing First Aid

Selection and Use of PPE

Fire Safety Equipment

CPCCOHS1001A Summary

Automotive (4 units)

Automotive Workshop Safety

Automotive Handtools

Automotive Power Tools

Automotive Lifting Equipment

Automotive Hazardous

Substances

Science (15 units)

Electrical Apparatus Safety
Fire Prevention in Science
General Laboratory Safety
Handling Animals in Science Safely
Handling Biological Specimens Safely
Handling Plants in Science Safely
Hazardous Substances in Science
Laboratory Glassware Safety
Personal Protective Equipment in Science
Radiation and Laser Safety
Safety in Chemistry
Safety in Geology
Safety in Physics
Science Field Trip Safety
Water and Weather Studies Safety

Physical Education Sport (8 units)

Participating in High Risk Sports Safely

(target shooting, archery, abseiling, horse riding, ropes climbing, scuba diving, snow skiing (alpine & cross country))

Participating in Team Sports Safely

(netball, soccer, football, field hockey, roller hockey, cricket, indoor cricket, AFL, baseball, basketball, softball, volleyball, ice hockey, futsal)

Participating in Aquatics and Water Sports Safely

(canoeing, rowing, rafting, surfing, snorkeling, scuba diving, sailing, bodyboarding, sail boarding, water polo, swimming, diving)

Participating in Outdoor and Adventure Sports Safely

(rock climbing, abseiling, orienteering, rope climbing, caving, fishing, snow skiing, camping)

Participating in Individual Sports Safely

(tennis, athletics, martial arts, squash, golf, triathlon, wrestling, fencing, weight lifting, running, walking, acrobatics, gymnastics)

Participating in Recreation Sports Safely

(cycling, mountain bike riding, gymnasium activities, skateboarding, camping & bush walking, jet skiing, ten pin bowling, ice skating, lawn bowls, rollerblade skating, table tennis)

Participating in Dance and Rhythmic Sports Safely

(social dancing, cheerleading, aerobics, jazz dance)

Participating in Relaxation Sports Safely

(pilates, yoga, tai chi)

Welcome to High School (4 units)

Welcome to High School
High School Environment

Caring for Students
Combating Bullying Behaviour

Drama and Theatre Studies (4 units)

Safety in Drama and Theatre
Electrical Safety in Drama

Manual Handling in Drama
Working at Heights in Drama



Online OHS Management System

This is an online Occupational Health and Safety management system which allows the user to capture, store and analyse important OHS records from any computer connected to the internet. It aims to assist the users to keep accurate, up to date injury statistics, manage and analyse workplace inspection checklists and document workplace safety audits, enabling audits, registers and checklists to be completed online. Using the standard SharePoint features it is possible to integrate with Microsoft Office, manage workflow, coordinate meetings and connect from anywhere. Automatic emails are generated when users add information to the site so that the site can be monitored. Like most online services there would be an annual subscription **in addition** to our OnGuard ACEPro Plus LMS.

Getting the best from the 'OnGuard' ACEPro Testing & Tracking Program

Training - Half Day – 3 1/2 hours

This course covers how to effectively use the 'OnGuard' ® ACEPro Testing & Tracking Program in a school. **Learning elements include:**

- Setting up staff, courses and participants
- the navigational elements of the program
- how to use the Search History section
- how to best utilise the training media
- tips and tricks to use in the classroom with your students

Cost: \$500 plus travel costs

**Contact OnGuard Safety Training for a quote.
Support: 1300Be OnGuard (1300 23 6648)**