

# Work Safely at Heights (ShortCourse)

COURSE CODE	3120CIV016
LOCATIONS	Warrnambool
STUDY MODE	Short Course
Length	One day
Commencement	Follow the book now button for upcoming dates
Timetable	One, one-day class

## Course Overview

*This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.*

### Introduction

Working at heights can be a major workplace hazard, as falls can result in injuries and fatalities. This course provides you with the knowledge and skills you will require to work safely at heights using fall prevention and arrest equipment, ropes and appropriate anchorage points. The content will include how to identify and demonstrate the correct selection, use and maintenance of work positioning and fall injury prevention systems, as well as relevant equipment and technique. You will also be able to understand and participate in fall prevention programs in the workplace.

### What will I Learn?

- fall prevention and arrest equipment, ropes and appropriate anchorage points
- implementation of legislative and Australian standard requirements related to height/roof and fall prevention
- other related legislation, codes of practice and standards
- types and identification of fall hazards in the workplace
- assessment of risks related to fall hazards, using appropriate risk assessment methodology
- how to determine and implement measures to control risks related to fall hazards using a number of control measures, including passive fall prevention systems, work positioning systems and fall injury prevention systems
- selecting and using ladders (fixed and portable), including single and extension ladders, and step ladders.

### Course Outcomes and Career Opportunities

On successful completion, you will receive a Statement of Attainment for this course.

## Course Requirements

*This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.*

### Entrance requirements & pre-requisites

There are no entrance requirements for this course.

### For this course, you will need to:

- provide photo ID to the trainer on the day of the course
- bring a pen and paper

- wear fully covered boots (with rubber soles) and appropriate protective clothing.

## Units offered

## Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of written, oral and practical assessment strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the Institute's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

## Fees

*This section gives you an overview of course fees, subsidies, and how they can be paid.*

### Course Fees

Here's an outline of fees and costs associated with your course (including resource and/or materials costs associated with your course).

<b>Course Fees</b>	<b>\$290.00</b>
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*No concession or government funding applies*

<b>Additional course fees</b>	<b>Indicative Course Fee</b>
Course consumable/materials (approximate)	\$0.00

## How do I pay for the short course?

Booking your short course is easy and starts online. Once you've completed your online booking, you can choose from the following convenient payment options:

- **Online:** pay securely via our online payment portal.
- **Over the phone:** we will call you to take EFTPOS payment over the phone using your credit or debit card.
- **In person:** visit your nearest campus to pay by card.
- **Authority to Invoice:** if you nominate a third party (such as your employer) to cover your course cost, we will email you an Authority to Invoice form.

## Withdrawals, Refunds and Course Date Changes

If you are wanting to withdraw from your studies. Please see our policy below.

<b>Notification of withdrawal</b>	<b>Type of refund</b>
More than five business days before the course commencement date	Full refund or you have the option to transfer to a new date in an identical course

Less than or including five business days before the course commencement date	No refund. You have the option to transfer to a new date in an identical course
Course commencement date and after including "no show."	No refund, no transfer to a new date and no substitutions.
Course cancelled by SWTAFE	Full refund.

[Find out more about our withdrawal policy here.](#)

## Outstanding Fees

Please note that a Statement of Obtainment, qualification or card cannot be issued if there are fees outstanding.

## Printed Cards

A printed card is included with this course which will be sent to you within 60 days of course completion. If a replacement card is required a re-printing fee of \$15 will apply.

## Next Steps

Ready to take the next step? Here you can make an enquiry, attend an information session or begin the application process.

## How to book for a short course

There are 5 simple steps when booking a short course with us.

1. **Book** – Book online and complete our enrolment details at [swtafe.edu.au](http://swtafe.edu.au)
2. **Verify** – You will be asked to verify your identity online as part of the booking process.
3. **Pay** – Pay online, in person, over the phone, or request an invoice for third-party payment.
4. **Assessment** – Some courses require a Language, Literacy and Numeracy (LLN) assessment. We'll let you know if it's needed.
5. **Attend** – Once confirmed, we'll email all the course details and any pre-reading required.

If need any assistance with completing your booking, contact our team via the live chat below, call 1300 648 911 or [visit your nearest campus](#).

## Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

## Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).