

Prohibited and activities for special consideration

Workplace Learning Prohibited Activities

Young workers can lack the experience, knowledge, confidence and skills to identify and deal with potential hazards. Inexperience and a lack of awareness can increase the likelihood of a young worker being injured. There are some activities that are not suitable for students (young workers) in an approved workplace learning program and there are others where special consideration needs to be given to addressing risks.

Schools and host employers will need to consider and take into account the competency, maturity and physical capabilities of the student in relation to all activities he or she will undertake.

Students cannot undertake these prohibited and [high-risk construction](#) activities:

- any work of a sexual or explicit nature
- travel by helicopter
- travel outside the 12 nautical mile limit at sea
- scuba and deep-sea diving
- any excavation work at a depth greater than one metre or near utilities
- any excavation work at a depth under one metre without direct supervision by a competent person
- work on permanent or temporary structures used to enable construction work in marine environments
- work on a roof, roof trusses or in a roof cavity
- work where asbestos is present

- any activities involving or adjacent to the repair, removal or demolition of any construction work containing asbestos or in the clean-up process following the activity
- construction work in tunnels, confined spaces or involving the use of explosives
- work in and around pressurised gas distribution mains or piping and energised electrical installations or services
- be in close proximity to traffic or mobile plant operating on a worksite. Students are to attend onsite induction and traffic management meetings. Host employers are to closely supervise students, especially when plant is operating, and question students to ensure understanding of no-go areas and related safety procedures
- demolition work other than simple stripping of walls
- attendance at a site while chimney stacks or buildings are being demolished
- driving any old or unregistered vehicles commonly known as 'bush bashers'.

Additionally, the following activities should not be undertaken by students.

Use of machinery or equipment which **may** be dangerous for new or young workers to operate is prohibited **unless** the activity is first risk-assessed as suitable and safe for student operation by the host employer and each of the following occurs:

- the student is given appropriate information, instruction and training and a checklist for the safe operation and handling of the equipment
- the equipment is in safe working order, complete with required safety devices or guards
- a suitably qualified or experienced person in the workplace who has good communication skills and the ability to give clear instructions provides ongoing close supervision.

The service of alcohol where the student is under 18 years of age is prohibited. If the student is over 18 years of age, the activity must be essential to the placement and have been agreed to by the school or EVET provider, and the student must have completed the Responsible Service of Alcohol (RSA) training course.

Air travel on charter flights and aircraft is prohibited, other than those providing a regular public transport service such as on a regular route with paying passengers.

Any activity requiring a licence such as a driver's licence or permit, or certificate of competence is prohibited unless:

- the student already has the relevant current licence, permit or certificate
- the activity is directly related to the learning outcomes of the placement
- the activity is included in the Student Placement Record prior to approval.

Activities for special consideration

Some workplace activities are potentially high-risk. Inexperience and a lack of awareness can also increase the chances of a young worker being injured.

Host employers must closely supervise students to keep them safe.

The following activities have special requirements before they can be considered for workplace learning.

Construction Industry

Before working in the construction industry, students must:

- complete work health and safety induction training
- obtain a general construction induction card (white card).
 - The training package mandates delivery and assessment via face to face or real time audio and visual media. The department recognises the validity of both forms of delivery and assessment. Schools are in the best position to

understand the learning style of their students when determining the mode of delivery of the white card, ensuring the safety of the student is paramount.

- Where a student has obtained a White Card issued by another state, the school must undertake additional actions to meet its duty of care obligations.
- A white card is not valid if the student has not undertaken work in the construction industry, such as workplace learning, in the 2 years since the white card was issued.

Where there is concern regarding the student's ability to manage their own safety and the safety of others on a construction site, irrespective of holding a White Card, the school principal should not approve the activity. Ultimately, the school principal is responsible for meeting duty of care requirements.

Workplace supervisors must carry out an induction for students, including training in procedures and how to manage site-specific risks. Handling and operating of all tools and equipment must be explained, along with associated risk management.

Horses and Livestock

Working with horses and livestock can be dangerous, no matter how experienced the student. Any workplace learning involving horses or livestock needs extreme caution.

Horses

Schools must comply with the following additional precautions for students working or riding horses during workplace learning.

- Host employers must follow the [SafeWork NSW code of practice](#) 'Managing risks when new or inexperienced riders or handlers interact with horses in the workplace'. Schools should keep records in accordance with the factors described in the code of practice:
 - Appendix B – assessing a horse
 - Appendix C – assessing a new or inexperienced rider or handler who will interact with horses in the workplace.

Livestock

Students must learn how to reduce the risk of Q fever infection and receive the [NSW Health – Q fever fact sheet](#) before attending.

Additionally, students must not be exposed to Q fever bacteria through:

- observing or assisting with animal birthing
- handling birth products
- cleaning up birth products and animal excreta
- handling an animal's carcass.

Driving, including farm vehicles and golf carts

Students can't drive the cars or trucks of employers, clients or their own during workplace learning.

Quad bikes, 2-wheel motorbikes and farm vehicles

Schools and EVET providers must undertake the following precautions before students use farm vehicles, quad bikes or motorbikes.

- Students must successfully complete the appropriately accredited training course for the operation and maintenance of the machinery and equipment. This includes tractors, implements, equipment attached to a tractor power take-off and side-by-side utility vehicles.
 - Students with a long record of safe use of quad bikes or motor bikes on farms might not need to complete accredited training. This decision is made on a case-by-case basis.
- Host employers complete a risk assessment to ensure the activity is safe for students. These are submitted to the school or EVET manager before workplace learning approval.
- Students must be closely supervised when using any vehicles, machinery or equipment.

- When riding quad bikes and motorbikes, students must be at least 16 and wear:
 - an approved helmet with strap fastened
 - eye protection such as goggles
 - hand protection such as gloves
 - a long-sleeved shirt and full-length pants
 - sturdy footwear such as boots.

Students with little or no experience mustn't operate vehicles, machinery or equipment unless the host employer has demonstrated substantial experience in providing quality training to manage the student under close supervision.

Golf carts

A risk assessment must be conducted prior to students driving golf carts. Students are to be closely supervised.

For further information, please contact the NSW Department of Education by email:

careerworkplacelearning@det.nsw.edu.au

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