

## 070 - STUDENT LANGUAGE, LITERACY, NUMERACY AND DIGITAL SKILLS ASSESSMENT

Student Name		Course Date	
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We ask all students to complete this form so that we can ensure that they have sufficient learning, language, literacy, numeracy and digital skills to successfully complete the construction induction course. This also enables GWPT to assess whether we need to provide students with support to enable them to successfully complete the course. We ask that you follow the instructions below, so we can accurately assess your learning, language, literacy, numeracy and digital skills, otherwise you may be placed in a course you are not able to complete, and this would be a waste of time and money.

- This form must be completed by you without assistance from anyone else.
- The answers must be **HANDWRITTEN**, not typed.
- Please email completed form to [info@gwpt.com.au](mailto:info@gwpt.com.au)
- Please contact our Administration Staff on 1300 82 92 95 if you are unable to complete this form, or wish to discuss any learning needs you may have that would not be identified by completing this assessment.

Is there anything that might make learning or assessment difficult for you (tick any option that applies)?	
Health Issue - Please specify:	<input type="checkbox"/>
Learning Difficulty – Please specify:	<input type="checkbox"/>
Understanding written information or instructions (in English)	<input type="checkbox"/>
Writing short answer questions in English	<input type="checkbox"/>
Understanding English conversation in the workplace	<input type="checkbox"/>
Speaking in English	<input type="checkbox"/>
Other – Please specify:	<input type="checkbox"/>
If you would like us to call you regarding your learning needs, please provide your contact number below:	
Best contact number	

<b>Digital skills</b>	Can you access and read emails on your own? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
	Can you reply to and send emails independently? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
	Can you download and open documents attached to an email? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
	Are you comfortable reading and/or completing an electronic workbook or learning guide? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer printed copies
	If you answered “No” or “Sometimes” to any of the above, if there’s anything you find hard or need help with, please let us know.

In **NO LESS** than 1-2 sentences, please tell us why you want to do this course?


**Read the following text and answer the questions below**

Safe Work Practices are the actions that you take while at work to minimise the chance of causing harm to yourself, others or equipment. It is your responsibility to make sure that you work in a safe way to avoid accidents. This includes ensuring you safely perform all work tasks & use equipment safely.



Safe work practices may include:

- Access to drinking water & toilets
- Using plant & equipment safely
- Wearing Personal Protective Equipment
- Cleaning up rubbish & trip hazards
- Storing materials & equipment properly
- Preventing bullying & harassment
- No smoking, drug & alcohol policies

As well as following safe work practices, hazards should be identified before commencing work, to ensure risks are minimised & chances of injury or illness are reduced.


A hazard is a thing or situation that causes injury, harm or damage

A risk is the chance of the hazard hurting you or somebody else or causing damage.

**List three (3) examples of Safe Work Practice**


**What is a hazard?**


**What is a risk?**


	<p>What number is shown on the sign?</p>
	<p>a. Fifteen b. Five c. Ten d. Fifty</p>

**I confirm that I completed this Assessment myself, without assistance**

<b>Student Signature</b>		<b>Date</b>	
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