



Canberra High School
— ESTABLISHED 1938 —

Dear Parents/Guardians,

Canberra High School is offering the opportunity for students to participate in a 2-day General Construction Induction (White Card) and Asbestos Awareness training at the beginning of week 10, Term 2, 2020.

Any student intending to participate in a Construction Trade Work Experience placement or pursue a career that will take them onto a building site must have completed these training. The Building and Construction industry has strict regulations regarding access to work sites. In order to gain entry to a work site, individual's need to have undergone a full day of training to qualify for a White Card and an Asbestos Awareness Training.

Your child has expressed an interest in participating in this training. It is highly recommended that your child undertakes this training as part of their VET Construction class.

We have booked Canberra Institute of Technology (CIT) to deliver the courses here at our school on the following dates and times:

Tues 30th June 2020	8.40am – 2.50pm	White Card Training
Wed 1st July 2020	8.40am – 2.50pm	Asbestos Awareness Training

The cost will be **\$140** (includes Asbestos Awareness Certificate and card, plus White Card Certificate).

The above-mentioned cost does **NOT** include the General Construction Card (ie. plastic wallet ID card). Students will need to go to any of the Access Canberra shopfront or apply online from Access Canberra website to obtain their White Card ID. This will have an additional cost of **approximately \$37**.

I have also included documents and forms from CIT that will need to be completed for your child to participate in this training. If your child does not have a USI (Unique Student Identifier) number, they will need to register online and create one for themselves. I will require their USI number prior to the training day.

If any information is missing or can't be interpreted this will delay the enrolment process and hence the availability of the statements of attainment.

Students will also need to bring TWO forms of Identification being a Medicare Card, and School ID card on the day of training.

Payment of \$140 and permission notes are **due to the front office by Wednesday 17 June 2020 (week 8)**.

Please feel free to contact me if you have any questions.

Regards
Ash Chandra
Executive Teacher- Design and Technology
Asish.Chandra@ed.act.edu.au

FEE CODE: WHAS

EXCURSION TITLE: WHITE CARD & ASBESTOS AWARENESS

PAYMENT OPTIONS

1.Payment in person at school Front Office-between 8:15am & 2:30pm Mon-Fri
EFTPOS facilities are available. Cheques made payable to Canberra High School

2.Direct Deposit: Bank: Westpac
BSB: 032777 Acc. No. 001113
Acc. Name: Canberra High School

3.Canberra High School Website: www.canberrahs.act.edu.au
(QUICKWEB)

4. Phone Payments – Credit cards. Phone: 6142 0800 or 6142 0807

Please debit my **Mastercard** **Visa**

Card Number: - - -

Card Expiry Date: _____ Name on card: _____

Parent/Carer: _____ Student Name: _____

Total Amount Paid: \$ _____

Cardholders Signature: _____

Contact Phone number of Cardholder: _____

NB: For direct deposits please ensure you specify the student name and excursion name as a reference

Refund Policy: If a student and/or parent has made a financial commitment to an excursion and if the student is unable to attend for any reason (except in the case of sudden illness), the student and/or parent is entitled to a refund of money paid minus any non-refundable financial outlay that the school has made on behalf of that student. The school will endeavour to find a replacement for that student, in which case, all money will be refunded. The usual appeal provisions apply.

Information to Parents – Canberra Institute of Technology (CIT) documents

1. Students need a USI (Unique student identifier) – to obtain a USI Log onto www.usi.gov.au.

Please do not submit the CIT form without it

2. When students are creating their USI please ensure it will be the same name that they will be using on their enrolment with CIT. It must also be the same name they use when completing the assessment. Any differences will affect enrolments and issue of certificates.

3. Section 1 completed in ink – no pencil

Mandatory - Name, address, date of birth, USI, mobile or home phone number and email address

4. Section 2 completed in full - no pencil

5. Section 3 - Verify that they are doing the right course

6. Section 4 **MUST** be signed and dated – no pencil

7. Students under 18 must have the parent or guardian sign the form

ID is Medicare card or passport/birth certificate and proof of age or school ID (copy needs to be provided). If not, enrolment will be delayed until it is provided to the teacher.