# Workplace Warden Training - Australia Online Course

#### **Course Overview**

This course provides you with the skills to undertake the role of Warden for your workplace facility. Did you know that your workplace needs to have trained "Wardens"

As with all things health and safety we need to keep evidence of compliance. A certificate from this course will provide you with evidence to support this requirement.

## Objectives

To provide an understanding of the role of emergency evacuation warden

To ensure wardens are aware of their role and the key items in their workplace emergency management plan

To prepare wardens for drills which should be occurring in the workplace

#### Course Outline

- Emergency Control Organisation (ECO)
- ECO positions, authority, qualities of a good warden, roles and duties, identification & indemnity
- Key Considerations for our Emergency Response Procedures
- Notification, Communication, Communication equipment, Control & coordination, Emergency response equipment, Evacuation options, Evacuation routes & Designated Assembly area(s)
- Human Behaviour
- Lifts and Escalators, Media, People with Disabilities
- Personal effects, Emergency Colour Codes, Recovery
- Emergency Plan and Response Procedures
- Emergency Planning, Identification and analysis
- Fire, Medical Emergencies, Natural Emergencies and Bushfire, Bomb Threats, Armed intruder, aggressive or violent person
- Warden Skills, Leadership & Communication in Emergencies
- Being calm under pressure & Situational Awareness
- Practicing our warden skills
- Scenario Normal day at work, all is well

### **Estimated Duration & Cost**

30-60 min \$55 per person

**Note -** Self-enrolment is available via PayPal for a 10% discount. Ask about group discounts for more than 10 persons enrolled and having the course customised to suit your organisational needs.

## **Getting Started**

Enrolment Link - https://safetyinduct.com.au/course/view.php?id=122

**PayPal Enrolment Instructions** - To undertake this course, you will need to be a 'user'. If you are not already a safetyinduct user, click on the create new account link at the top right of the screen and set up as a new user. You will then be able to enrol in the course and pay via PayPal (self-enrolment has a 10% discount). If you would like assistance or other payment options, contact Julie on ohsandhr@gmail.com.

**Manual enrolment Instructions** – Email ohsandhr@gmail.com and we can set up your enrolments and provide an invoice.