



## Refresher Course Outline

### Introduction

This course is designed to refresh participants recall and application of important WHS skills, knowledge and behaviours. This course is relevant for anyone participating as a team member with associated workplace health and safety responsibilities.

### Learning Outcomes

Participants will:

1. Recall the key principles of implementing effective wellbeing, health and safety programs.
2. Be reminded of the need to personalise WHS and interpret their own reason for wanting to be safe and well.
3. Identify when and why safety 'drops out'
4. Understand the role choice plays in WHS systems and processes.
5. Understand dynamic risk assessment and apply the concept in a limited, practical context to a known and significant risk in their current work context.

### Personal and Organisational Outcomes:

As a result of the Refresher Course team members re-engage, re-commit, and re-align to best practice WHS and SafetyCircle thinking. They believe the direction of the WHS culture is possible and achievable and know how to make an impact.

- Team members are **re-engage and commit** to a common goal and gain alignment on what's possible, and personally embrace the SafetyCircle thinking.
- The refresher reinforces the **genuine belief in and alignment with** the home safe and well today and everyday goal.
- Team members **acknowledge and accept personal accountability** for participating in a positive health and safety culture in their team.
- There is **genuine belief** that this is possible and achievable. Team members are interrupting unsafe acts and participating in Risk Relevant Circle Conversations

### Alignment with BSB30719 Certificate III in Work Health and Safety

The training product has been mapped to BSB30719 Certificate III in Work Health and safety. This training product provides evidence of competency for the following core units: BSBWHS309 Contribute effectively to WHS communication and consultation processes BSBWHS310 Contribute to WHS issue-resolution processes and BSBWHS308 Participate in WHS hazard identification, risk assessment and risk control processes.

### Program Structure

- One 3 hour workshop

## Course Summary

Session Name	Session Overview
<b>Philosophy and Participation</b>	Introduces participants to the key philosophies/principles of SafetyCircle and outlines how people are required to participate during the day and the role of participation more broadly in WHS
<b>Life is not safe. Stop, Think, Choose, Act.</b>	Demonstrates through logic that we can never make workplaces 100% safe – so we must manage risks well. To do this we need to make effective choices inside the SafetyCircle. Participants are introduced to the Stop-Think-Choose-Act heuristic – a decision making rule of thumb that supports dynamic risk assessment.
<b>Reasons Why WHS Drops Out</b>	Participants use the SafetyCircle to identify when and why they have made choices that didn't manage risk well in the workplace.
<b>Risk-based discussion</b>	This session explores a current or emerging risk for participants and unpacks it in terms of SafetyCircle thinking and modern risk management practices.
<b>Participation Agreement</b>	Participants agree to a series of actions they will take in order to support each other to go home safe and well.
<b>Continuous improvement</b>	Participants explore where WHS is working or could improve in the context of their team and work environment.
<b>Reflections and Summary</b>	Participants identify positives and opportunities for improvement in the session (part of the QA process) and a one-word/thought summary of the session.