

Dear Parent/Caregiver

Throughout year 7 and 8, your child will be experiencing one term of all of the Design and Technology subjects (TMT – Woodwork, Fashion, Agriculture, Cooking, TES – Engineering) this year. These are practical-based subject offered at Mackay State High School. These courses require the students to be instructed on the use of a variety of materials and equipment in the production of their work. A number of typical resources and processes have been designated by Education Queensland to have a potential **high risk** of injury associated with their use.

To ensure that students at Mackay State High School are provided a safe and quality education, we follow health and safety procedures. Under the Work Health and Safety Act 2011 (Qld), everyone is responsible for safety. Students only perform or use high risk equipment under the supervision of specialist teachers. Before undertaking these activities or using this equipment, students are taught the safe operating procedures (SOP) and safe working methods during class time. They are given a practical demonstration of correct use and the first time they attempt a process or use a piece of equipment they are directly supervised by the teacher before being determined competent to use the equipment.

It is also essential that your student's medical records are kept up-to-date. Please ensure that you inform school administrative staff of new medical conditions that may impact on your student while they are participating in these activities.

Students may choose not to use equipment they do not feel confident with. Similarly, students who do not demonstrate appropriate maturity, fail to complete safe operating training or demonstrate a potential to injure themselves or others will be restricted in their use.

By signing and returning this form, you are giving permission for your student to participate in high-risk activities in Design and Technology which involve the following equipment.:

Food Tech	Fashion	Agriculture	ITD
Oven & Stovetop	Sewing Maching	Large and Small Garden Tools	Glue Gun
Knives	Iron	Working around small and large livestock	Hand Tools
Electric Beater	Hot Glue Gun	Soil organisms	
Air Fryer	Scissors		
Pizza Oven	Pins and Needles		

It is extremely important for parents to be aware of their child's obligations to also be safe around themselves and others. Failure of students to comply unfortunately means that they may be excluded from the practical environment for a time or be asked to choose another subject if the unsafe acts continue.

Respect | Responsibility | Resilience

Workplace Health and Safety is a serious issue for Technology subjects. Students of ITD, Home Ec and Agriculture are required to comply with the Safety Guidelines outlined below.

Appropriate Footwear

Fully enclosed shoes must be worn. Shoes of leather or leather-like are strongly advised by Work Safe Australia.

Hair

Under WH&S, students with long hair MUST tie their hair back. Hair must be tied back so it can not come forward when your head is bent forward to prevent entanglement in machines and equipment. If hair is very long, we recommend a bun.

Aprons / Protective Clothing

Aprons are to be worn as instructed, when necessary, to prevent damage to clothing.

Agriculture - protective clothing will be provided when required, such as protective suits, gumboots or bee suits.

Hats / Sun Protection

Agriculture - students are required to wear a hat as per the Sun Safe policy. Students will be provided with sunscreen.

Safety Glasses / Face Shields

Students are required to wear safety glasses in the workshop at all times or as instructed by the teacher. Class sets are provided in all workshops. Should a student wish to have an individual pair they need to bring these to all lessons and are to take full responsibility of these.

Drinks / Water Bottles

Students are not permitted to leave the classroom environment during lesson time to get a drink. However, students may bring a full water bottle to class. Students will not be given permission during the lesson to fill their bottle.

Ear protection and Face Masks

Students are provided with ear muffs and breathing apparatus when required.

Class Requirements

As outlined in the student stationery list, student must bring required equipment to class. It is the student's responsibility to have necessary equipment prepared and ready to go at the beginning of each lesson.

A charged laptop is a mandatory requirement of each lesson in ALL Technology Classes.

Privacy notice

The Department of Education is collecting the personal information requested in this form in order to:

- obtain lawful consent for your child to participate in the activity;
- help coordinate the activity;
- respond to any injury or medical condition that may arise during, or as a result of the activity; and
- update school records where necessary.

The information will only be accessed by authorised school staff and will be dealt with in accordance with the confidentiality requirements of, as applicable, s.426 of the Education (General Provisions) Act 2006 (Qld), the Information Privacy Act 2009 (Qld), and/or the Privacy Act 1988 (Cwlth). The information will not be disclosed to any other person or agency unless the disclosure is authorised or required by law, or you have given the department permission for the information to be disclosed.

Please sign and return this permission form in order to allow your student to participate in high-risk practical activities.

Should you require any further information, please contact the school on: 49 579151.

Yours Sincerely,

Kimberly Patti
Acting Head of Department Technologies

Felicity Roberts
Principal

In 2026, I understand my son/daughter _____ is undertaking practical subjects which may involve the use of specific hospitality, ITD and Agricultural processes designated by DOE as High risk.

I DO / DO NOT give permission for my child to use processes designated **HIGH** risk.

Please discuss any of your child's medical conditions you feel may be relevant, and indicate how they may affect your child's ability to use any particular hospitality equipment or process.

Condition: _____ Affect: _____

Condition: _____ Affect: _____

Parent's Signature: _____ Date: / /